

OLYMPIA SCHOOL DISTRICT NO. 111

Job Category: Extra-Curricular

Posting Dates: February 9 – 15, 2012

The Olympia School District Human Resources Office is now accepting applications for the following positions. If you are interested in this position, please contact **Steve Bellande (596-8000)**.

Position	Location
Assistant Coach – Track – Pole Vault	Capital High
<i>Split Stipend Position - Prior experience coaching high school level, or beyond, pole vault for both boys' and girls'. Demonstrated ability to effectively communicate with students, coaches, administration, parents, and community members. Current 1st Aid/CPR and Pole Vault certification required prior to employment.</i>	
<i>This is a .5 stipend position working with both boys' and girls teams.</i>	
<i>Salary: Extra Curricular Salary Schedule – \$1587.50 – \$1840.50</i>	

Purpose: The job of assistant coach at the high school level is done for the purpose of assisting in the education, leadership, supervision and organization of the assigned building interscholastic sport/activity.

Essential Functions:

- Provide leadership and organization for assigned sport/activity as directed by the head coach and building Athletic Director.
- Provide direct ongoing supervision of all athletes, managers and support personnel before/during/after all practices/conditioning sessions, games, travel and other school-sanctioned events as assigned by the head coach and building Athletic Director.
- Maintains current knowledge of all national, state, league and district rules and regulations related to the assigned sport/activity, student participation and parent/community involvement.
- Reports, verbally and in writing, to the head coach and building Athletic Director any equipment and/or facility found to be in an unsafe condition.
- Continually teaches and emphasizes safety procedures and precautions to all athletes on a daily basis.
- Reports all injuries using the OSD *Accident Report Form* and established process.
- Maintains the OSD *Monthly Injury Report Log* for assigned teams/groups and provides a copy to the head coach.
- Monitors student compliance with all provisions of the OSD Athletic Code (Policy 3000), OSD Student Rights and Responsibilities-Policy 3000), Building/Tam Rules and Regulations and WIAA Rules and Regulations.
- Immediately reports all violations or suspected violations of established rules and regulations to the head coach and building athletic director.

Other Functions:

- Assists other personnel as may be required for the purpose of supporting them in completion of their work activities.
- Participates in various meetings (e.g. parent conferences. professional development, hearings, site meetings, etc.) for the purpose of receiving and/or providing information and/or meeting credential requirements.

Job Requirements--Qualifications:

- **Experience Required:** Prior experience as an assistant coach in the designated sport/activity.
- **Skills, Knowledge and/or Abilities Required:**
 - Skills required* to motivate student athletes, communicate with individuals and groups from varied educational and cultural backgrounds, work cooperatively with other coaches, administrators, staff, and support personnel, organize and manage assigned aspects of the assigned sport/activity, and support district/building philosophy/goals and objectives for student activities.
 - Abilities* to stand and walk for prolonged periods, perform a variety of specialized and responsible tasks, maintain records, establish and maintain cooperative professional working relationships with students, parents, other school personnel and meet schedules and established deadlines.
- **Licenses, Certifications, Bonding, and/or Testing Requirements:**
 - Criminal Justice Fingerprint Clearance
 - Current First Aid/CPR certification
 - Holds, at a minimum, WIAA "Initial Training Level" status
 - Successfully passed WIAA rules tests and/or WIAA officials test for specific sport.
 - For swim/diving coaches:* Red Cross Safety Training for Swim Coaches or Lifeguard Certification (US Diving Safety Certification for Diving may substitute for diving coaches) is required.
 - For pole vault coaches:* "Pole Vault Coaching Training: is required

Application Procedure for Out-of-District Candidates

Apply through Public Schools Personnel Cooperative @ www.teachinginwashington.com

*If you share our commitment to provide challenging opportunities
For all students to be successful, we'd like to hear from you!*

Olympia School District 1113 Legion Way SE Olympia, WA 98501
(360) 596-6185 FAX (360) 596-6181 <http://osd.wednet.edu>

Equal Employment Opportunity: The Olympia School District No. 111, does not discriminate on the basis of age, race, creed, color or national origin, gender, marital status, or non-job related physical, sensory or mental handicap in its educational programs, activities, employment procedures and personnel practices as required by state and federal laws. Experience and expertise in working with individuals from diverse backgrounds are desirable in applicants for all district positions. Inquiries or complaints regarding compliance with these laws should be directed to Affirmative Action Officer, Beth Scouller, Olympia School District No. 111, 1113 Legion Way S.E., Olympia, Washington 98501 (360) 596-6185. Complaint forms are available from the Affirmative Action Officer for concerns in the regulated areas of Affirmative Action, Title IX (Education Amendments of 1972) and Section 504 (Vocational Rehabilitation Act of 1973).

The Olympia School District will provide reasonable Accommodations to enable persons with disabilities the opportunity to apply for open positions and to participate in District interview procedures. Persons with disabilities are asked to notify the Human Resources Office at least three days prior to the date on which the requested accommodation is needed. Human Resources Officer: Voice: (360) 596-6185 or TDD: (360) 596-7537 or FAX: 360-596-6181.