

# OLYMPIA SCHOOL DISTRICT NO. 111

**Job Category: Extra-Curricular**

**Posting Dates: September 13 - 19, 2017**

The Olympia School District Human Resources Office is now accepting applications for the following positions. If you are interested in this position, please contact **Annette Pasquariello– 360-596-3000**

| <b>Position</b>   | <b>Location</b>   |
|---|-------------------|
| <b>Assistant Coach – Wrestling</b>  | <b>Washington</b> |
| <i>Preferred experience coaching middle school students. Knowledge of middle school sports philosophy, sport rules and regulations. Ability to obtain required certificates (First Aid/CPR, Concussion Training, and WIAA Coaching requirements).</i> |                   |
| <i>Salary: Extra-Curricular Salary Schedule: \$2060.00 – \$2454.00</i>  |                   |

**Purpose:** The job of “Assistant Coach at the Middle School” level is done for the purpose of providing education, leadership, supervision and organization of the assigned building interscholastic team.

#### **Essential Functions:**

- Provide direct leadership and organization for the assigned sport/activity as directed by the head coach and building athletic director.
- Provides direct ongoing supervision of all athletes and managers before/during/after all practices/conditioning sessions, games, travel and other school-sanctioned events.
- Maintains current knowledge of WIAA, state, league and district rules and regulations related directly to the assigned sport/activity, student participation and parent/community involvement.
- In coordination with the head coach, ensures all equipment and facilities are maintained in a safe condition, manages equipment repair and maintenance as required by manufacture, insurance provider and district.
- Reports, verbally and in writing, to the head coach and building any equipment and/or facility found to be in an unsafe condition.
- Continually teaches and emphasizes safety procedures and precautions to all athletes and assistant coaches.
- Reports all injuries within 24 hours using the OSD *Accident Report Form* and established process.
- Monitors student compliance with all provisions of the OSD Athletic Code Policy 3001), OSD Student Rights and Responsibilities (Policy 3200), Building/Team Rules and Regulations, and WIAA Rules and Regulations.
- Immediately reports all violations or suspected violations of established rules and regulations to the head\_coach, building Athletic Director/Assistant Principal.
- Attends all league meetings directly related to the assigned sport/activity as directed and approved by the building Athletic Director/Assistant Principal.

## Other Functions:

- Assists other personnel as may be required for the purpose of supporting them in the 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:** Successful prior experience as head or assistant coach in 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, direct and evaluate performance of assistant coaches and support personnel, organize and manage all aspects of assigned interscholastic 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 schedule and established deadlines.

- **Licenses, Certifications, Bonding, and/or Testing Required:**  
Criminal Justice Fingerprint Clearance  
Current First Aid/CPR certification  
Current WIAA/OSD Head Injury/Concussion Education

### Application Procedure for out of district candidates

Apply through Public Schools Personnel Cooperative @ [www.teachinginwashington.com](http://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://www.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, sexual orientation, 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, Scott Niemann, 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 or are in need of translation services 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.