



## Job Profile

Job Title:	Freshman Volleyball Head Coach
Department:	Athletics
Reports to:	Athletic Director
Date:	1/18/24

### Job Status:

Exempt <input type="checkbox"/>	Non-Exempt <input checked="" type="checkbox"/>
Full-time <input type="checkbox"/>	Part-time <input checked="" type="checkbox"/>

### General Summary

*What is the primary purpose of this position?*

The Freshman Volleyball Head Coach is responsible for coaching the Freshman team through training and competitions as well as supporting the Varsity and JV Head Coaches in implementing program goals and objectives. The position is often responsible for strengthening athletes' fundamental knowledge of the sport and introducing advanced concepts. All coaches are responsible for creating and nurturing a physically and emotionally safe environment for their athletes. In addition, the Freshman Head Coach will be responsible for character development and providing direction to student-athletes so that they might achieve a high level of skill as well as an appreciation for discipline, sportsmanship, and teamwork in volleyball. The person in this role is required to interact thoughtfully and respectfully with student-athletes, fellow coaches, staff, parents, and community as well as follow the mission of the school. This is an occasional, part-time, hourly position.

### Essential Responsibilities

*List all major job functions performed on a regular basis.*

**All areas of responsibility must be operated consistent with the Catholic mission of the school.**

1. Follow and uphold the policies and mission statement of the St. Francis Athletics Department, the Sierra Foothill League, the CIF Sac-Joaquin Section, the California Interscholastic Federation (CIF), and the National Federation of State High School Associations (NFHS)
2. In coordination with the Varsity and JV Head Coaches, assist in the planning, organizing, and direction of the St. Francis volleyball program including the scheduling of practices, competitions, ceremonies, and post-season awards banquet.
3. Instruct and demonstrate skill sets and techniques necessary for individual and team development for the freshman squad.
4. Ensure that program/team rules and regulations regarding conduct and eligibility of the athletes are clearly communicated and followed.
5. Assist the Varsity Head Coach and JV Head Coach in the planning, organizing, and implementation of tryouts for the volleyball program; coordinate with the Varsity Head Coach to ensure thoughtful



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communication is made to the participants regarding final selections. Maintain the integrity of the selection process.

6. Consult with the Varsity Head Coach regarding any off-season training programs including scheduling dates for summer camps/practices, competitions, and pre-post tryout informational parent meetings.

7. Support the Varsity Head Coach in the facilitation of informational parent meetings at the beginning of the season for all levels.

8. Create a safe environment conducive to learning and appropriate for the physical, social, and emotional development of students.

9. Model good sportsmanship behavior and maintain appropriate conduct towards opposing teams, fans, parents, officials, spectators, and the community.

10. Implement positive communication strategies, organizational skills, and safety.

11. Successfully foster and support an inclusive educational environment.

### Job Specifications/Requirements

*List skills/experience required for adequate performance in this position. List preferred experience and skills if any.*

Education:

Bachelor's Degree or Equivalent Experience Required.

Job experience:

Coaching experience at the high school or collegiate level required, 1-3 years or more as an athletics coach preferred, experience as a head coach preferred.

Technical/Functional skills:

1. Strong teamwork and team-building skills.
2. Design game plans, practice plans, and assign positions.
3. Understand aspects of health, nutrition, exercise science, and physical education, particularly as they relate to the adolescent, female athlete.
4. Strong organization and administration skills including oversight of a Freshman assistant coach.
5. Ability to effectively communicate verbally and in writing.
6. Strong listening skills.
7. Ability to prepare and condition athletes both physically and mentally.
8. Demonstrated mentoring and motivating skills, encouraging student empowerment and academic success.



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9. Ability to work and contribute to an environment of mutual respect and collegiality.

10. Sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of high school students.

Other Requirements:

- Other duties may be required as needed.

Employee Signature:

Date:

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Supervisor Signature:

Date:

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HR Signature:

Date:

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