

RED OAK ISD
HEAD VARSITY FOOTBALL COACH
JOB DESCRIPTION

Reports to: Director of Athletics

Evaluated by: Director of Athletics

Supervises: Football assistant coaches in grades 7-12

Primary Purpose:

The high school head football coach is responsible for the leadership of the high school and middle school football athletic program. The head football coach will collaborate with the assistant coaches in developing competitive interscholastic football teams within their program. The head football coach will contribute to the educational program and to the growth of students involved in athletics.

Qualifications:

Education/Certification:

Bachelor's degree

Valid Texas teaching certificate

Special Knowledge/Skills:

General knowledge of football coaching techniques and procedures

Knowledge of University Interscholastic League (UIL) rules

Ability to instruct and supervise student athletes

Excellent organizational, communication and interpersonal skills

Experience:

Four years' experience as coach or participant in football

Duties:

Program Planning

- Organize and implement football program for all levels 7-12.
- Instruct student-athletes in the fundamental skills, strategy and physical training necessary for them to realize a degree of individual and team success.
- Organize and implement instruction that will lead student-athletes to the formulation of pride of accomplishment, acceptable social behavior, self-discipline, and self-confidence.
- Target areas for improvement within the sport and implement plan for continual improvement.
- Responsible for assigning duties to assistant coaches within your sport.
- Make sound recommendations for sport improvement to the Director of Athletics
- Maintain a sense of cooperation and harmony between all phases of the athletic program

Athletic Events

- Develop and implement a well-organized practice and game plan
- Assist the Athletic Office in developing schedules for all levels within your sport.
- Secure game officials for all competitive games/matches at all levels within your sport.
- Responsible for timely requests for travel for all levels within your sport.
- Responsible for the use, care, and maintenance of athletic facilities.

Student Management

- Responsible for enforcement of district student management policies
- Responsible for the dissemination of expectations to student-athletes and parents
- Establish and maintain open lines of communication by conducting conferences on vital issues with parents, students, teachers, and coaches
- Assist the athletic trainer in administering policies and treatment for injuries and injury prevention

Policy, Reports, and Law

- Responsible for keeping current and adhering to all UIL rules and regulations
- Work with students and parents to ensure that all physical forms and eligibility forms are submitted
- Submit all necessary reports to the UIL in cooperation with the Athletic Office/Principal
- Attend all meeting necessary to properly implement UIL rules and regulations
- Submit paperwork in a timely manner as requested by the Athletic Office

Budget and Inventory

- Compile a statement of needs, equipment, supplies, and maintenance for the upcoming school year
- Prepare and keep current an inventory of all equipment, fixtures, and properties within your sport
- Compile a list budgetary needs for staff development, team travel, scouting, and tournament expenses for the upcoming year
- Assign coaches to supervise care and upkeep of all sport equipment
- Responsible for submitting a list to the Athletic Office of all athletes eligible to receive a letter award in accordance with department policy

Personnel Management

- Responsible for assignments of assistant coaches within your sport
- Responsible for supervising and coordinating all assistant coaches within your sport
- Responsible for evaluating assistant coaches within your sport for improvement
- Plan meetings, clinics, and other activities that will enrich the growth and development of assistant coaches
- Disseminate pertinent information to the assistant coaches

Community Relations

- Assist the Athletic Office in developing a public relations program designed to keep patrons informed and interested in the programs and accomplishments of the athletic program
- Cooperate with all agencies of the media
- Attends all booster club meetings