

## **BALL-CHATHAM CUSD #5**

**TITLE:** Assistant Track & Field Coach

**FLSA STATUS:** Non-Exempt

**QUALIFICATIONS:** Partake in all training & education required by the State  
Able to pass a fingerprint criminal background

**Special Knowledge/Skills/Requirements:**

- Organization and Communication Skills

**REPORTS TO:** Head Track & Field Coach

**JOB GOAL:**

Assist in implementing the head coach's vision for the program. Assist in development, preparation, implementation, and evaluation as directed by the head coach.

**PERFORMANCE RESPONSIBILITIES:**

- Assist all aspects of the program, including but not limited to, development, preparation, implementation, and evaluation as directed by the head coach
- Assist in game day preparations as directed by head coach
- Learn and implement the head coach's strategies and system and teach it properly
- Communicate effectively with all stakeholders
- Assists with equipment and supply needs as directed by the head coach
- Complete supporting tasks as assigned by the head coach
- Other duties as assigned

**EVALUATION:**

The basis of the evaluation will be the extent to which the performance responsibilities of the job are successfully handled and the extent to which yearly action plans and job goals are met (as applicable).

The above job description reflects the general requirements necessary to describe the functions or responsibilities of the job identified and shall not be interpreted as a detailed description of all work requirements that may be inherent in the job, either at present or in the future and may be amended by the Board of Education as appropriate.