

October 23, 2017

**POSITION:** High School Varsity Volleyball Coach

**EFFECTIVE DATE:** Immediately

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Be appropriate role model for student-athletes, parents, families, SHS staff, opponents, and community
- Foster initiative, self-discipline, teamwork, loyalty, courage, leadership, and the commitment to excellence to Shelbyville High School athletes
- Promote the accomplishments and past successes of the Golden Bears who have preceded them
- Work cooperatively and develop rapport with administration, teachers, coaching staff, players, and community
- Comply with all aspects of coaching handbook
- Assist Athletic Director in selecting personnel for particular sport
- Organize, direct, and supervise assistant coaches
- Establish and communicate the fundamental philosophy, skills, and techniques to be taught by coaches at all levels of the program (K-12)
- Develop integrity within coaching staff and fellow coaches
- Work with other coaches to facilitate multi-sport athletes
- Exhibit enthusiasm and sincere interest in coaching and working with athletes
- Use sound proven methods of coaching and display knowledge and innovation of sport
- Clearly communicate with individual/team about goals, performance, and progress
- Develop and maintain a competitive environment
- Instruct individual participants in the skills necessary for excellent achievement in the sport involved
- Organize, plan, and schedule a regular program of practice in and out of season
- Organize and implement a summer developmental program
- Organize, plan, and schedule a summer youth camp for grades K-12
- Maintain an accurate roster and verify academic and athletic eligibility of athletes
- Assist Athletic Director in planning contests, special events, etc.
- Communicate and work with medical personnel and parents involving athletes injuries
- Adhere to a highly efficient and technically sound program of injury prevention and follow up
- Monitor the safety conditions of the facility or area in which assigned sport is conducted at all times that athletes are present
- Maintain accurate statistics, records, and results of the season
- Enforce discipline and sportsmanlike behavior at all times, and establish and oversee penalties for breach of such standards by individual athletes
- Maintain competency in rules, rule interpretations, meet procedures, coaching techniques, and general information about all aspects of the sport, IHSAA and HHC
- Establish performance criteria for eligibility in interscholastic competition in this sport and is consistent in establishing criteria for eligibility in competition
- Comply with pre-season, in-season, and post-season expectations set forth by the Athletic Director or outlined in coaching hand book
- Work closely with the athletic department in scheduling contests
- Recommend purchase of equipment, supplies, and uniforms and submit in timely manner
- Account for all equipment or delegate the responsibility
- Maintain necessary attendance forms, insurance records, and similar paperwork

- Develop a consistent and positive public communications procedure through the school and media to inform the parents and the general public about the athletic program
- Exhibit acceptable personal conduct and appearance before, during, and after game
- Attend clinics when financially possible
- Participate actively in other athletic, professional, and school activities
- Maintains satisfactory attendance
- Complies with Corporation Bylaws, Policies and Employee Handbook
- Models Corporation Mission Statement and Fundamental Objectives

**LICENSE:** Valid Indiana Teaching License Preferred but not required

**DEADLINE FOR APPLICATION:** Until Filled

**Shelbyville Central Schools has an on-line application process. You may access the on-line application at [www.shelbycs.org](http://www.shelbycs.org), click on “Job Opportunities” and then click on the “On-Line Application” link.**

**PAPER APPLICATIONS AND RÉSUMÉS WILL NOT BE ACCEPTED. THE RÉSUMÉ IS SUBMITTED AS PART OF THE ON-LINE PROCESS AND SHOULD BE ADDRESSED TO:**

**Jenny DeMuth, Athletic Director  
Shelbyville High School  
2003 S. Miller St.  
Shelbyville, IN. 46176**