

LAKE CENTRAL SCHOOL CORPORATION

8260 Wicker Avenue

St. John, IN 46373

365-8507

**EXTRACURRICULAR
POSITION TO BE FILLED FOR THE 2021/2022 SCHOOL YEAR**

November 23, 2020

Lake Central High School

Head Varsity Volleyball Coach

If interested: Apply at www.lcsc.us, go to Administration>Human Resources>Online Employment Application; Select Athletic Coach/Extracurricular>Head Varsity Volleyball Coach

For questions, contact: Chris Enyeart at cenyeart@lcscmail.com
219-365-8551

Deadline: December 2, 2020

Lake Central School Corporation is an equal opportunity employer which does not discriminate on the basis of race, religion, color, national origin, gender, disability, age, marital status, genetic information or any other legally protected characteristic. Candidates will be screened, interviewed and employed on the basis of personal and professional qualifications and, where applicable, certifiable training, commensurate with the position. Offers of employment are contingent upon the results of personal background checks pursuant to Board Policy.

Lake Central Athletics – Head Coach Responsibilities

The head coach is directly responsible for the planning, implementing, and evaluation of his/her program from sub varsity to varsity level. The head coach will promote the basic understanding of the Athletic Department's CORE VALUES and Mission Statement while building positive relationships with community and families. The head coach will work towards helping each participant achieve a higher skill level, an appreciation for the values of good sportsmanship, and increased self-esteem. The head coach reports to the athletic director and conducts regular evaluations of facilities and assistant staff.

Professional Preparation: Coaching preparation either through experience or college preparation. Employment in LCSC, preferred. Possess a working knowledge of all aspects of the sport.

Personal Skills: Demonstrate an aptitude for performing the tasks listed below:

- Display positive sportsmanship at all times, win or lose
- Maintain poise and self-control at all times
- Teach your team to play fairly
- Be a good host to the visiting team and coach
- Discipline and, if necessary, dismiss players who disregard good sportsmanship and training rules.
- Respect the official's judgement and interpretation of the rules.

Report to: Director of Athletics

Supervise: Assistant Coaches, Athletes, and Student Managers

General Duties and Responsibilities of the Position

- Organize and guide the overall development of the program for the varsity, sub-varsity, and middle school levels.
- Be knowledgeable, review, follow and implement all school, game and IHSAA rules and regulations.
- Work with the athletic director in scheduling team competition, officials, transportation, purchasing of equipment, reporting game results, and evaluations of teams and staff.
- Ensure safety and supervision of all athletes during practices, games, locker rooms...etc.
- Support and promote your athletes to post-secondary institutions by being available to talk with those coaches and completing questionnaires on those athletes promptly returning them.
- The attitude of the coach is reflected by one's athletes. Be mindful of opinions and attitudes expressed to members of a team, and individual athlete, or athlete's family. Be conscience of areas of perspective versus reality. What you intend may not always be what is perceived.
- Conduct a mandatory athlete and parent meeting before the start of each season to review expectations.
- Develop reliable and consistent communication with parents and team members.
- Communicate with the media to provide results, stats, and appropriate program recognition.
- You are responsible for maintaining current education about your sport, your coaching associations and NFHS policies. Prepare your assistants with equal care.
- Ensure that student-athletes are meeting IHSAA and Lake Central participation guidelines.
- Conduct team meetings that educate athletes about their status as a representative of the school and community. An athlete's conduct in and out of season is a direct representation of team, school, department, and family.

Specific Duties and Responsibilities

- Be involved with, committed to, and influence the junior league, middle school and sub-varsity programs.
- Have direct involvement with the development of the sub-varsity programs in the Lake Central area. Host camps and league opportunities if necessary to assist in the programs development.
- Assign all duties of assistant coaches working under his/her supervision; evaluate their performance and provide a copy of the evaluation to the athletic director.
- Maintain general upkeep and protection of equipment for the program.
- Maintain an accurate and up-to-date record of team history, statistics, rosters, and inventory.
- Submit an annual report at the end of the season evaluating the program and making recommendations for improvement.
- Responsible for recommending the purchase of equipment, supplies, and uniforms as needed.
- Plans and schedules a regular program of practice. A copy of the practice schedule should be provided and maintained on Eventlink.
- Turn in the following to the Athletic Director or Athletic Administrative Assistant:
 - A numerical squad roster with all necessary personal information as soon as the roster is determined. **Inform the athletic office to any changes in the roster as the season progresses.**
 - An end of season report of award winners
 - An end of season summary of game scores, team stats and individual stats
 - Completed inventory of all equipment and uniforms. Provide a list of student-athletes that student-athletes who have any outstanding equipment or uniforms.
- Keep current of new developments, innovative ideas and techniques by attendance at clinics, workshops and reading in his/her field.
- Secure an official scorekeeper for each contest.
- Perform other duties as assigned by the Director of Athletics.
- Maintain and encourage an in- and off-season strength and conditioning program.
- **Any student-athlete must have an up to date IHSAA physical, FamilyID registration and transfer initiated/completed (if applicable) prior to their participation in an activity. Completed annually.**
- **Knowledge of IHSAA, LCSC, and Athletic Policies and enforce them.**