

OWEN COUNTY SCHOOLS

JOB QUALIFICATIONS: Unified Coach

QUALIFICATIONS:

1. High school diploma or GED certificate; and
2. Successful completion of the para-educator exam; or
3. 64 college credit hours or college degree.
4. Experience in working with children in an organized setting.
5. Pass criminal background check

REPORTS TO: Director of Athletics/Principal (who provide objectives and final evaluation)

JOB GOAL: Assist students, with and without disabilities, in participation of extra-curricular sporting events

KNOWLEDGE OF:

1. Safe practices during practice and games;
2. Interpersonal skills using tact, patience and courtesy;
3. Basic record-keeping techniques;
4. Possess knowledge of all athletic policies approved by the Owen County Board of Education;
5. Understand the proper administrative line of command and refer all requests or grievances through proper channels;

ABILITY TO:

1. Learn child guidance principles and practices;
2. Communicate and maintain effective relationships with students, parents, staff, and the public;
3. Understand and follow oral and written directions;
4. Learn procedures, functions and limitations of assigned duties;
5. Communicate effectively both orally and in writing;
6. Learn to apply and explain policies and procedures related to school and program activities;
7. Work cooperatively with others;
8. Monitor, observe, and report students' behavior according to approved policies and procedures;
9. Lift, position, and move student(s) with mobility challenges;

PERFORMANCE RESPONSIBILITIES:

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1. Prepare equipment and assist in the implementation of adaptations/modifications to the general extracurricular activity to meet the needs of students;
2. Provide proper safeguards for maintenance and protection of assigned equipment site;
3. Perform health services and assist students with self-care, if needed;
4. Assist in the necessary preparation to hold scheduled events or practice and adhere to scheduled facility times;
5. Assist team coach in creating, selecting, adapting and evaluating materials appropriate for students with or without special needs;
6. Assist team coach in documentation to fulfill state and system requirements concerning physical examinations, parent consent and eligibility;
7. Assist team coach in initiating programs and policies concerning injuries, medical attention and emergencies;
8. Assist students by providing proper examples, emotional support, a friendly attitude and general guidance;
9. Assist students who have mobility challenges which may include lifting, positioning and moving the student and/or the proper use of gross motor equipment such as standers and wheelchairs;
10. Assist in management of student behavior;
11. Assure the health and safety of students by following health and safety practices and regulations;
12. Direct activities of students as assigned; assist in monitoring practice and game activities as assigned; assist in emergency drills, assemblies, and extra-curricular events outside of district;
13. Participate in meetings and in-service training programs as assigned;
14. Assist when necessary in the loading and unloading of buses during out of district events;
15. Perform related duties as assigned;
16. Maintain confidentiality of information regarding employees, individual students, and their families;
17. Maintain acceptable personal attendance without repeated unexcused absences or tardiness;
18. Support students in programs and events with hours which may include those hours or days outside of the normally scheduled school day.

TERMS OF EMPLOYMENT: Position paid as stipend according to annual salary schedule determined by the Board of Education.

Reviewed by (printed name of employee): _____

Employee Signature: _____

Date Signed: _____