# COVERT PUBLIC SCHOOLS

35323 M-140 HIGHWAY COVERT, MICHIGAN 49043



Vision – A nurturing community where all are inspired and empowered to pursue their dreams.

Mission – Provide a quality education in an inclusive and supportive environment while promoting excellence through innovative possibilities.

POSITION: Athletic Coaches:

Volleyball, Cross-Country, E-Sports, Football, Wrestling,

**Cheerleading, Competitive Cheerleading** 

**REPORTS TO:** Principal

**EMPLOYMENT STATUS:** Part Time

**RATE OF PAY:** Stipend for school year 2024-2025

# **GENERAL DESCRIPTION:**

Covert Public Schools is looking for coaches for boys and girls, High School and Middle School sports. Coaches will provide instruction to student athletes through fundamental skills, strategy, and physical training necessary for them to realize the degree of individual and team success. Students will learn the value of accomplishment, acceptable social behavior, self-discipline and self-confidence. Must pass background check and drug screen.

#### **RESPONSIBILITIES:**

- Maintain a complete and accurate team roster and submit it to the athletic department when requested.
- Collect completed and signed parental permission form and physical examination card shall be in the hands of the coach or athletic department prior to an athlete beginning practice. Assure that players and coaches under his/her jurisdiction understand the training rule policy. These forms are to be returned to the athletic director promptly.
- Plan and supervise all practice sessions. Suggested length is not more than two and a half hours.
- Schedule pre-season parent meetings.
- Accompany and supervise the team at all contests.
- Collaborate and cooperate with the Athletic Director regarding program practices, games, and other events.
- Responsibly manage and maintain school facilities by ensuring that all doors, windows, and gates have been properly locked and secured after a team activity.

- Serves as a positive role model in all aspects of the coaching profession.
- Be responsible for all matters pertaining to the organization and administration of the coaching of the team under his/her direction. Enforce all rules of the league, state and national association as they pertain to the respective sports.
- Complete all requirements mandated by State and National agencies.
- Attend all athletic departmental meetings.
- Conform to school policies in handling injuries; report all serious injuries immediately to the athletic director and Principal.
- Enforce rules and regulations concerning the conditioning of players and their health and safety.
- Abide by all relevant School Board policies and administrative guidelines.
- Complete a Coaches' self-evaluation form, uniform inventory checklist, and coaching checklist to the athletic director within two weeks after the last contest to receive stipend.

## **ADDITIONAL WORKING CONDITIONS:**

The employee shall remain free of any alcohol or non-prescribed controlled substance abuse in the workplace throughout his/her employment in the District.

## **QUALIFICATIONS:**

High School Diploma or GED required.

Knowledge of sport rules and strategies.

One year of successful coaching at high school level.

CPR certification or ability to obtain CPR certification within 30 days of hire.

Experience in a multicultural rural school district.

Reliable transportation and a valid driver's license to drive School vehicles.

Forward resume to:

Covert Public Schools
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Covert, MI 49043
<a href="https://www.covertps.org">www.covertps.org</a>