

## **Job Description: Coach - CROSS COUNTRY**

*(revised June of 2021)*

St. Mark's CROSS COUNTRY Coach is a crucial position for the students, families, and faculty at St. Mark's Episcopal School. While this position encompasses many different duties, its primary function is to provide students an opportunity to participate in a competitive setting that will foster physical skills, teamwork, a sense of worth and competence, a knowledge and understanding of the pleasures associated with the sport and the principles of fair play. Competitive athletic programs foster school spirit in a positive manner.

### **A St. Mark's CROSS COUNTRY Coach will: (Demeanor)**

- Receive students and all members of the school community in a friendly, courteous manner, and be sensitive to how her/his demeanor is reflective of the School.
- Adapt accordingly to circumstances that arise.
- Communicate issues, questions, and circumstances to the Athletic Director in a timely and professional manner.

### **Essential Duties:**

- Instruct athletes in the fundamentals, the rules of the sport, proper training techniques and safety procedures.
- Design and supervise all practices and competitions.
- Function as CROSS COUNTRY Coach in the management of the program including junior varsity and varsity programs.
- Promote good human relations within the student body, parents, faculty, and community.
- Promote a high academic standard and assist with academic support for student athletes.
- Help plan pre and post season conditioning programs in conjunction with other coaches.
- Take a leadership role in promoting sportsmanship, appropriate behavior, a healthy lifestyle, all while serving as a positive role model.
- Uphold the discipline policies and academic requirements regarding student activities set forth by the school.
- Develop each team member to his or her skill potential.
- Promote effective and positive communication with student-athletes, parents, and administration.
- Promote a team concept and vision while placing an emphasis on positive sportsmanship.
- Ability to relate/communicate in a positive manner to the student athlete.
- Willingness to commit time in the off-season and regular season to improve the program and individual athletes.
- Acceptance and execution of all specified duties, on and off the field of play, as assigned by the Athletic Director.
- Adhere to guidelines/procedures set forth by GHAC/NFHS/UCAL or any other governing body in which the team competes.
- Maintain continued contact with the administration/athletic office.
- Monitor and maintain a safe and secure athletic facility.
- Demonstrate responsible care for inventory and the issuing of equipment.
- Create and maintain records/statics on team and individual team members.
- Implement all school policies including season calendar, discipline, attendance and eligibility.
- Develop goals prior to season and submit for approval to the Director of Athletics and Student Programs.
- Submit season summaries following each season to the Director of Athletics and Student Programs.
- Any other duties assigned by the Director of Athletics.

### **Physical Requirement/Work Environment:**

- Ability to sit, talk, and hear for extended periods.
- Ability to stand; walk; climb or balance; stoop, kneel, crouch, or crawl and move quickly when necessary to promote student learning and/or safety.
- Ability to lift and/or move up to 50 pounds; to bend, stoop, and reach overhead.
- Ability to push items of 50 lbs. such as pushing children in a wheelchair or moving/rearranging furniture.
- Work intermittently in outside weather conditions, including extreme heat and cold