

# **~V A C A N C Y~**

## **HEAD SOFTBALL COACH - DEKALB HIGH SCHOOL**

### **Job Qualifications:**

- 1.) High School diploma.
- 2.) Able to provide proper instruction to the team in an education-based environment.
- 3.) Positive role model.
- 4.) Able to lead a highly successful softball program.
- 5.) Coaching and/or playing experience at the high school and/or college level is preferred.

**Reports to:** Athletic Director and High School Principal

### **Apply at:**

<https://dekalbcentral.tedk12.com/hire/index.aspx>

Send resume, cover letter, and 3 references to Athletic Director, Josh Bowlds at:  
[jbowllds@dekalbcentral.net](mailto:jbowllds@dekalbcentral.net)

### **Job Description:**

- 1.) Ability to build personal and professional relationships with administration, teachers, coaches, student-athletes, parents, and community members.
- 2.) Prepares for and coordinates practices and events, maintains and inventories equipment, encourages player development at all levels, and makes recommendations to the Athletic Director.
- 3.) The ideal candidate is detail-oriented, energetic, and enthusiastic about promoting education-based athletics.
- 4.) Accept and implement the co-curricular philosophy of Dekalb High School.
- 5.) Follows the rules and regulations of the school, the NE8 conference, and the IHSAA.
- 6.) View the rules interpretation meeting held by the IHSAA.
- 7.) Maintain a membership in the appropriate coaches association and participate so that our school has representation.

- 8.) Attend clinics, seminars, and in-service programs in order to improve coaching skills and to stay current with new trends in coaching, training, conditioning, and safety procedures.
- 9.) Attend school, conference, and sectional coaches meetings.
- 10.) Give input about and then carry out the interscholastic schedule as drawn up by the Athletic Director.
- 11.) Organize, schedule, and supervise practice sessions.
- 12.) Submit and verify transportation requests for scrimmages, practices, and events.
- 13.) Supervise the use of equipment in your sport.
- 14.) Regularly inspect equipment and facilities to ensure the safety of each student athlete.
- 15.) Responsible for reporting scores and disseminating team information for publicity.
- 16.) Participate in pre and post season meetings with the Athletic Director. The post-season meeting will serve as an evaluation conference.
- 17.) Delegate responsibility to the assistant coaches as appropriate.
- 18.) Work to develop continuity between the community and school programs.
- 19.) Maintains appropriate supervision of his/her program at all times (locker rooms, practices, events, bus rides, etc.). Supervises any and all space used by athletes while they are present.
- 20.) Maintains proper field maintenance in order to ensure practices and games can be held. Work alongside the Maintenance Dept. and Athletic Director to ensure the field is maintained properly and regularly, including in the offseason.
- 21.) Assures that the program at all times will reflect proper attitude and conduct at home or away.
- 22.) Encourages young women to participate in sports and other co-curricular athletics other than her own but does not attempt to influence the specific sport or activity.
- 23.) Establish and use a system of communication to athletes and parents that will include explanation of program policies, awards, procedures, goals, and schedules.
- 24.) Represent the school in a professional manner in demeanor, language, and conduct (based on standards established by the Athletic Director).
- 25.) All other duties as assigned by the Athletic Director.