**P 11/12 EC 18**

**PRESTON COUNTY SCHOOL**
**731 Preston Drive, Kingwood, West Virginia 26537**
**N O T I C E OF V A C A N C Y**
**Extracurricular Contract Assignment**

Posting Date: July 22, 2011 Closing Date: July 28, 2011
Title: 1 Head Girls Soccer Coach School: Preston High School
Supervisor: Principal/Athletic Director Budget Source: County funds
Certification: Valid Certificate or Coaching Authorization
Employment Term: Effective to begin immediately for the 2011-2012 Football season

Application process: Submit letter of interest, bid sheet and a copy of coaching certificate to Personnel Office, Preston County Schools.If no Professional Personnel applications are submitted, a citizen coach will be considered.
**All citizen coaches must have WVSSAC coach cards and certification from the WV State Dept. Of Education.**
Qualifications:
1.Must have valid certification, In order to qualify for the coach authorization, you must have a high school or college diploma, have taken the requisite training for coaches, required by WVSSAC Sports First Aid andCoaching Principles, make application for the authorization through the Personnel Office. Those who have had the coachlicense must renew each year.
2. Successful interview;
3. Disposition for the position;
4. Evidence of building relationships with student athletes;
5. Respect in community;
6. Willingness to work cooperatively with booster organizations;
7. places priority on student health, safety and character building.

Responsibilities: In addition to established laws, rules, policies and regulations, the following responsibilities are established:
1. Communicating with parents and the educational community (Professional and interpersonal relations).
2. Implementing fundamental sports skills and sports management systems. (Coaching and related areas.)

Performance Criteria: Performance criteria in this section are the state adopted responsibilities for coaches to help provide guidance to the coach in understanding job expectations.

Professional and interpersonal relations: Communicates with educational personnel, parents, students and others.
a. Cooperates with building principal.
b. Cooperates with athletic director.
c. Develops rapport with coaching staff within the school.
d. Assist with coaching staff.
e. Develops positive relationship with participants, student body, faculty, parents and community, game officials, news media and opponents.
f. Employs appropriate conduct during games and practices.
g. Attends league, conference and WVSSAC meetings.
h. Participates in activities that foster professional growth and development.
i. Motivate staff and players toward desired goals.
j. Commands respect by example in appearance, manners, behavior and language.

Coaching and Related Areas: Organizes strategies for teaching sports skills and sports management systems.
a. Develops high caliber and quality instruction.
b. Teaches fundamental skills.
c. Prevents and handles athletic injuries.
d. Cares for equipment.
e. Supervises participants and disciplines team appropriately and effectively.
f. Designs quality organization of practice sessions.
g. Designs pre-season planning.
h. Supervises managers and other support personnel.
i. Manages budget.
j. Assist in following purchasing procedures.
k. Initiates game organization skills.
l. Follows league, conference and WVSSAC policies.
m. Devotes time and energy to coaching duties.
n. Follows end of season procedures.

Preston County Office does not discriminate on the basis of sex, religion, race color, disability, age or national origin in employment or in its educational programs and activities. Inquiries may be referred to the Title IX Coordinator, Preston County Schools, 731 Preston Drive, Kingwood, WV 26537 (304) 329-0580 or to the United States Department of Education, Director of the Office for Civil Rights.