



HOLMDEL TOWNSHIP PUBLIC SCHOOLS SCHEDULE “B” JOB DESCRIPTION: TWIRLING COACH

QUALIFICATIONS:

1. Possesses New Jersey Teacher Certification, Certificate of Eligibility with Advanced Standing, or fulfills qualifications for Substitute Teacher in the Holmdel Township Public Schools.
2. Has prior experience in coaching twirling or has participated in twirling (preferred).
3. Demonstrates organizational abilities, communications skills, and skills in interpersonal relations.
4. Possesses required criminal history background check, required drug/alcohol testing, and proof of U.S. citizenship or legal resident alien status.
5. Such other alternatives to the above qualifications as the Board may find appropriate and acceptable.

REPORTS TO: Principal or designee

JOB GOAL: To support each participating student in achieving a higher level of skill, an enhanced appreciation for the values of discipline and teamwork, and an increased level of self-esteem.

PERFORMANCE RESPONSIBILITIES:

1. Instructional Leadership:
 - a. Communicates with the student body as to the goals and purposes of the twirling squad and encourages participation on the team.
 - b. Organizes and conducts tryouts for the squad; communicates the results of the tryouts to the principal and other appropriate audiences.
 - c. Works closely with appropriate staff in scheduling practices as appropriate; conducts practices throughout the year.
 - d. Coaches individual participants, small groups and the team, as appropriate, in the skills necessary for achievement in the sport.
 - e. Provides input to appropriate staff concerning the safety conditions of the facility or area in which the practice or performance is conducted.

- f. Selects student members for letter awards and presents letter awards at appropriate recognition ceremonies.
- g. Submits budget needs annually to appropriate staff in accordance with established timelines and guidelines.
- h. Orders supplies, equipment and uniforms needed for the program in accordance with established district procedures and budget allocations.
- i. Accounts for all program funds including, but not limited to those obtained through fund raising efforts.

2. Student Management

- a. Provides supervision of all members of the twirling squad during all times of involvement and administers discipline for violation of standards stipulated by Board policy, school procedures and the Coaches' Handbook.
- b. Maintains necessary attendance forms, eligibility records, team roster and similar paperwork and submits information to the athletic director as requested.

3. Professional Development

- a. Participates in continuous study and research, and/or attends relevant conferences and/or workshops to maintain and enhance professional competence in accordance with district guidelines and budget allocations.
- b. Provides direction and support to assistant coaches, as appropriate in developing their coaching skills and activities.

4. School and Community Relations

- a. Cooperates and shares professionally with other members of the staff.
- b. Strives to establish cooperative relations and makes a reasonable effort to communicate with parents/guardians as appropriate.
- c. Promotes awareness of the twirling team by providing information to the principal and other relevant audiences about the team's activities.

5. Other Assigned Duties

Performs other appropriate tasks and assumes such other duties in connection with the advisorship as designed by the principal and/or Superintendent.

TERMS OF EMPLOYMENT:

Salary to be established within the agreement between the Holmdel Township Board of Education and the Holmdel Township Education Association.

EVALUATION: Performance of this job will be evaluated in accordance with the Board's policy on Evaluation of Schedule "B" Staff and the contractual Agreement between the Holmdel Township Board of Education and the Holmdel Township Education Association.

SOURCE: Regular Public Board Meeting

DATE: March 22, 1995