

**ROCHELLE PARK BOARD OF EDUCATION**

**JOB DESCRIPTION**

**TITLE:** Assistant Intramural Basketball Coach

**QUALIFICATIONS:**

1. Valid New Jersey Instructional Certification and/or valid Bergen County Substitute Certificate
2. Demonstrated knowledge of effective coaching methods and developmentally appropriate physical skills, drills, and activities
3. Ability to maintain a positive and constructive rapport with members of the school community, including student athletes and parents
4. Strong interpersonal and communication skills
5. Required criminal history background check and proof of U.S. citizenship or legal resident alien status

**REPORTS TO:** Principal

**SUPERVISES:** Pupils

**JOB GOAL:** To assist the basketball coach in providing guidance and instruction for students learning the skills and abilities involved in playing basketball, and to promote good sportsmanship, cooperation, fair play, an appreciation for the rules of the game, as well as healthy competition among student athletes.

**PERFORMANCE RESPONSIBILITIES:**

1. Assist in scheduling practices and games, as well as any other meetings necessary for the operation of the program
2. Assist in maintaining an accurate roster of students who participate in the program, and in taking attendance at each meeting
3. Serves as a resource whenever information is required about the program
4. Collaborates with basketball coach and other school personnel to schedule use of shared spaces like the gym or other such school facilities

- 5. Provides instruction for students with regard to the skills, abilities, and behaviors necessary to participate productively in a team sport**
- 6. Models qualities of good sportsmanship, cooperation, fair play, conflict resolution, and guides students in developing these skills**
- 7. Holds student accountable to positive behavioral expectations, the rules of the game, and all applicable rules and policies set forth by the school and the Rochelle Park Board of Education**
- 8. Communicates with basketball coach, administration and parents about students in the program when student's conduct necessitates such contact (i.e. disciplinary infractions, behavior that could result in harm to self or others, etc.)**
- 9. Supervises students for the duration of scheduled activities, and ensures that they are supervised until such time as they are picked up or walk home**
- 10. Implements all policies and procedure of eh Rochelle Park Board of Education**

**TERMS OF EMPLOYMENT: Salary as defined by contract, work year to include meetings no less Than weekly November through February unless otherwise agreed upon prior to the meeting schedule being developed.**