

**PLYMOUTH COMMUNITY SCHOOL CORPORATION
JOB DESCRIPTION**

JOB TITLE: 13-15 Age Group Summer Baseball Jr. High and High School Coach

EXEMPT: Yes
SALARY LEVEL: Per Master Contract
LOCATION: Plymouth Community High School
REPORTS TO: High School Athletic Director
LENGTH OF WORK: Pre-Season, Season, and Post-Season of the activity during the year.

JOB GOAL: To provide a program for this age group.

ESSENTIAL FUNCTIONS include the following. Other duties may be assigned.

- I. Pre-Season**
 - A. Call a meeting of all interested athletes.
 - B. Physical slips are needed.
 - C. Students are not eligible if they did not pass 4 courses the last school semester.
 - D. Explain your procedure for cuts if they are to be made. Potential team members want and need to know how and when you will cut.
 - E. After a team has been selected, a roster should be given to High School Athletic Director's office.
 - F. Furnish all team members and their parents with a practice and game schedule as soon as possible. Give a copy to the Athletic Director.
 - G. Uniforms will be provided by the high school through a third person.

- II. Season**
 - A. There will be two coaches sharing the job and the salary.
 - B. Keep an accurate record inventory of equipment/uniforms.
 - C. Keep records.
 - D. Immediately take care of injuries and if it is a minor injury refer the player to the High School Athletic Trainer. If you feel it is a major injury, contact parents immediately.
 - E. Practice will begin sometime near the second week in May.

- III. Post-Season**
 - A. Turn records into the Athletic Director's office.
 - B. Collect equipment and store at the high school.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE:

Because this season is not ruled by the IHSAA the coaches will be appointed by the High School Athletic Director and the Head Baseball Coach.

CERTIFICATES, LICENSES, REGISTRATIONS:

Valid state driver's license - operator permit

LANGUAGE SKILLS:

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of athletes, school officials, parents, and the press.

MATHEMATICAL SKILL:

Ability to work with mathematical concepts. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

REASONING ABILITY:

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand, walk, sit, use hands to finger, handle, or feel objects, tools, or controls, reach with hands and arms, and taste or smell.

The employee must be physically able to demonstrate the sport or activity, including lifting all equipment as required by the activity. This is to include games and practice.

The employee must have the physical stamina to be able to handle the hours and physical stress of the sport during contests and practices.

Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.

The employee should be able to use the machines, tools, equipment, and work aids which may be representative of those commonly associated with this type of work.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually loud.

The work environment may be indoors and/or outdoors.

There are no environmental hazards indicated for this position.

TERMS OF EMPLOYMENT:

Pre-season, season, and post-season of the activity during the year. Salary as per Master Contract.

EVALUATION:

Annually.

Revised 2/6/01