

# **Anoka Hennepin Independent School District #11 Position Standard**

## **Community School Program – Coach & Assistant Coach**

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Community Schools programs provides a variety of enrichment, recreational and athletic activities for children and adults in the areas of aquatics, adult literacy, and learning readiness, and also coordinates free or low-cost rental of school facilities. The program is located in all elementary and middle schools throughout the District.

**Coaches and Assistant Coaches** work with middle school participants enrolled in community education programs. Help promote skill development, teamwork, leadership, social growth, sportsmanship, positive reinforcement, and respect for others in a safe and positive environment. Hours can be afterschool, evening, weekends, and non-school days.

### **Coach**

#### **Essential Functions:**

- Develop and deliver instruction to youth participants (grades 6-8) enrolled in Anoka-Hennepin Community Schools middle school athletic programs.
- Provide coaching and activity or service ranging from introductory to advanced levels.
- Deliver and collect participant feedback, when requested.
- Perform other duties as assigned.

#### **Minimum Qualifications (for Community Schools Coach):**

- High School Diploma or equivalent.
- Relevant experience, work experience, and/or training in designated sport
- Good interpersonal communication skills.
- Ability and desire to work with targeted audience.
- Ability to work a flexible schedule.
- Ability to maintain regular attendance, which includes completing an assigned day.
- Must be able to lift a minimum of 20 pounds.
- Ability to perform position responsibilities including physical factors, work devices and materials handling, data functions, and people functions.
- Must be physically working in the building/on site.

### **Assistant Coach**

#### **Essential Functions:**

- Assist in any general prep work for athletics activities.
- Assist coach in demonstrating activities, scorekeeping, and timing.
- Provide positive reinforcement for youth engaged in activities.
- Follow athletic policies and procedures.
- Perform other duties as assigned.

#### **Minimum Qualifications (for Community Schools Assistant Coach):**

- Some high school completed – does not require High School Diploma.
- Knowledge and/or experience in designated sport.

- Ability and desire to work with targeted audience.
- Ability to work a flexible schedule.
- Ability to maintain regular attendance, which includes completing an assigned day.
- Must be able to lift a minimum of 20 pounds.
- Ability to perform position responsibilities including physical factors, work devices and materials handling, data functions, and people functions.
- Must be physically working in the building/on site.

**Preferred Qualifications (for Community Schools Coach and Assistant Coach):**

- Concussion training certification preferred.
- Relevant work experience and previous experience with community school activities preferred.
- Advanced training or college degree preferred.
- Previous experience working with middle school age students preferred.

**Physical Factors (for Community Schools Coach and Assistant Coach):**

Frequent: standing, walking, lifting waist to chest, lifting below waist, carrying, pushing, pulling, stooping, crouching, squatting, twisting/pivot, reaching, repetitive foot, repetitive arm, simple grasp, firm grasp, talking, hearing & visual accommodation;

Occasional: sitting, lifting above shoulder, climbing, kneeling, crawling, and fine manipulating.

***NOTE: THESE PHYSICAL FACTORS ARE GENERAL. PHYSICAL FACTORS MAY VARY DEPENDING ON THE NATURE OF THE COACH AND/OR ASSISTANT COACH POSITION.***