



### **Volleyball Coach for 2015-2016**

The purpose of the Volleyball Coach is to establish, oversee, and manage the volleyball program for St. Michael Academy. The volleyball coach reports directly to the Athletic Director, Principal, and Board of St. Michael Academy.

#### **Basic Duties:**

- Holds organizational meetings for team prospects and encourages potential athletes to participate in the sport.
- Assesses player's skills and assigns team positions.
- Develops a regular practice schedule and organizes practice times to provide both individual and team development.
- Works with the athletic director in scheduling facilities for practices and competitions.
- Coaches and instructs players, individually or in groups, regarding the rules, regulations, equipment, and techniques of the sport.
- Observes players, during competition and practice, to determine the needs for individual and team improvement.
- Determines game strategy based on the team's capabilities.
- Establishes and maintains standards of behavior and provides proper supervision of athletes at all times.
- Monitors the academic performance of team members to ensure that eligibility requirements are met and encourages student athletes to maintain a high academic standard.
- Follows established procedures in the event of an athlete's injury.
- Conferences with parents/guardians, as necessary, regarding the athletic performance of their student.
- Follows MHSAA regulations.
- Models sports-like behavior and maintains appropriate conduct towards players, officials, and spectators.
- Works with the athletic director to develop a policy for awards and submits a list of award winners at the end of the season.
- Maintains eligibility forms, emergency data cards, insurance records, equipment and uniform inventory, and other related records.
- Attends all meetings required by MHSAA, the league, and school.
- Be certified in CPR and attend rules meeting prior to the start of the season.
- Performs other duties as assigned.

#### **Expectations:**

- The volleyball coach represents St. Michael Academy and must conduct himself/herself in a professional manner at all times.

- The volleyball coach is to dress professionally for games. No jeans. If female, skirts should be at or below the knee. If male, is to wear tie and dress pants. Clothing should not be distracting.

**Qualifications:**

- Education: Bachelor's Degree.
- Coaching experience strongly preferred.
- Knowledge of MHSAA rules and regulations.
- Able to work well with others.
- Knowledgeable and supportive of the teachings of the Magisterium.
- Committed to the mission of St. Michael Academy.

**Training:**

The volleyball coach will be required to attend a training session. Dates and times will be communicated in advance. Emergency procedures, school guidelines, the Family Educational Rights and Policy Act (FERPA) regulations, Circle of Grace, statement on corporal punishment, etc. will be discussed at this mandatory meeting.

**To apply:**

Please email or send résumé and 3 professional references to [principal@stmichaelrca.com](mailto:principal@stmichaelrca.com) or PO Box 413 Petoskey, MI 49770. A Michigan State Police and FBI fingerprint background check, as well as an Authorization of Information to former employer must be completed prior to employment.

*Position is open until filled.*