

The Payette School District has the following coach opening for the 2018-2019 school year:

### **Varsity Tennis Coach – Payette High School**

**The Payette High School administration and athletic director will be selecting varsity tennis coach**

#### QUALIFICATIONS

1. Idaho Teaching Certification preferred
2. American Sport Education Program Certification, or National Federation of Interscholastic Coaches Association Certification
3. Certification in first aid and CPR
4. Demonstrated knowledge of tennis, sports training, conditioning, injury prevention, kinesiology, management, and the rules of the Idaho High School Activities Association Handbook
5. Related experience as determined by the Board
6. Ability to foster and sustain students' interest in the activity and promote skill development
7. Possess good organizational skills
8. Strong interpersonal and communication skills, and ability to work well with students, parents, and colleagues
9. Maintain confidentiality of staff and students

#### PRIMARY RESPONSIBILITY TO

Building Principal and Athletics Director

#### JOB SUMMARY

To motivate and develop each athletes' skills, attitudes, and habits that will guide them toward success, personal growth, and good character. To provide examples of fair play, team building, and respect. Provide leadership and motivation to excel.

#### MAJOR DUTIES AND RESPONSIBILITIES

##### Working with Student Athletes

1. Attend all tryouts, practice meetings, and in-school events, and supervise students during related field trips and other out-of-school functions
2. Organize practice schedules and game rosters
3. Assign positions to players, and develop strategies and styles of play
4. Attend out-of-school meetings, supervise fundraisers, and help students prepare for competitions
5. Coach individual participants of varying abilities in the skills necessary for achievement in tennis
6. Track student performance throughout the season and develop stat sheets on players
7. Arrange with the athletics and activities director for any necessary transportation
8. Ensure the safety of the students and maintain responsibility for the security of equipment and facilities and ensure that safety equipment is used correctly

9. Cooperate with bookkeeper regarding proper fundraising, ordering supplies and maintain proper account management following bookkeeping guidelines.
10. Comply with federal and state law, administrative rules, and Board policy pertaining to medical procedures and student athletes, including the district's concussion policy
11. Ensure that students are eligible to participate, have sufficient grades, and that they have had any necessary physical examinations
12. Actively promote the athletic program, seek student participation, and select team members
13. Model positive behavior, maintain a supportive environment, and remain professional, even when tension is high
14. Maintain high standards of conduct for student athletes, including respect and fair play
15. Abide by the rules of the Idaho High School Activities Association Handbook

**Internal candidates need only to submit a letter of interest stating qualifications.**

External candidates may submit application, cover letter, resume, and (3) current letters of recommendation to:

Tammi Griffin  
Payette School District  
20 N 12th St  
Payette, ID 83661

Or [tagriffin@payetteschools.org](mailto:tagriffin@payetteschools.org)

For applications contact: Tammi Griffin, Administrative Assistant, 208-642-9366 or e-mail [tagriffin@payetteschools.org](mailto:tagriffin@payetteschools.org) or download applications from the Payette School District Website [www.payetteschools.org](http://www.payetteschools.org)

Payette School District is an Equal Opportunity Employer, as defined and required by state and federal laws. Positions are open until filled. All recommendations for hire are tentative offers. Employment is contingent upon board approval, and successful completion of a federal background check and drug-free workplace pre-employment screening (if required for the position). Regular attendance is an essential function of this position.