



Athletic Coach Job Description

Summary

The Athletic Coach is responsible for coaching the team, focusing on teaching proper technique, as well as offensive and defensive strategies. Coaches are also tasked with teaching the value of sportsmanship, teamwork, and helping fuel an athlete's competitive drive. Riverstone coaches are expected to be positive role models who ensure academic excellence and promote respect for themselves and all members of the Riverstone community.

The coaching staff reports directly to the Athletic Director and is expected to follow the policies of Riverstone International School and abide by the mission statement of the school and the International Baccalaureate philosophy.

Essential Responsibilities and Agreements

- Coaches and individuals representing coaches will submit to a background check and fingerprinting.
- Provide proof of certification for the following as necessary by IHSA:
 - Certified Teacher or Completed NFHS Fundamentals of Coaching or ASEP Coaching Principles
 - CPR/1st Aid
 - St. Luke's Concussion Course (even-numbered years)
 - NFHS Sudden Cardiac Arrest Course (even-numbered years)
 - NFHS Student Mental Health and Suicide Prevention (even-numbered years)
- Attend all required WIC, Idaho High School Activities Association, or other coaches meetings throughout the season, including the All-conference Coaches Meeting.
- Accept responsibility for our players and place the safety and welfare of student-athletes as our highest priority.
 - Adhere to injury and concussion protocols, including reporting them to the AD immediately.
 - Teach proper techniques and make the best attempt to keep the environment as safe as possible, recognizing there are inherent dangers in all sports.
 - Double-check that their first-aid kit is stocked and with travel gear.
 - Stay with the students until they have all departed with a ride home.
 - Coaches will ride the bus and bring a roster to check attendance.
- Represent Riverstone and its mission as reviewed in the RIS Athletic handbook
 - Display the highest level of sportsmanship to coaches, players, assistants, opposing teams, and officials regardless of the official's call, coach's decisions, or the outcome of a game. This will include no heckling of anyone, ever.



- Respect all facilities and equipment, both at Riverstone and elsewhere, at all times.
- Assist the Athletic Director
 - Communicate all equipment or policy needs only to them.
 - Work with the Athletic Director to schedule games and practices prior to the season. These schedules will be made available to parents and players no later than the parents' meeting at the start of the season.
 - Attend the parent/player meeting at the beginning of the season to share information about the school's coaching philosophy, general expectations, goals, and playing time requirements using the athletic handbook as a guideline.
 - As needed, communicate schedules, changes, travel arrangements, and weekly information.
 - Provide weekly updates to the Athletic Director for the school newsletter during their team's season if requested.
 - Track and monitor players' practice and attendance.
 - Issue and collect uniforms as well as instruct players how to respectfully care for their uniforms and equipment. Assisting with the return of uniforms before the end-of-season gathering is an absolute.
 - Assist with setup and breakdown of the games, including preparation of the floors and chairs. Athletes should be coached to assist.
 - They may be requested to drive a van to and from games.
- Coaching philosophy:
 - Coaches are free to coach within their philosophy and style within the mission of the athletics department and supervision of the athletics director.
 - Coaches will not be pressured or required to produce a specific win/loss percentage during a season or play certain athletes more than others.
 - Coaches speak with players, and parents speak with the AD about issues of playtime and game strategy.
 - Respecting that the players are student-athletes so ensuring that we end practices promptly as scheduled, and be thoughtful of requiring athletes to stay after practice or have optional activities before or after practice.
- Be responsible for Riverstone's property, security, and keys. The AD will issue you keys to the buildings, and they are your responsibility. No one else may ever have your keys. You will turn them in at the end of your season or as requested by the AD.

Skills and Experience

Preferred candidates will have the following skills and experience:

- Bachelor's Degree
- Previous experience in athletics middle/high school coaching or teaching



- Proactive problem solver with a strong sense of initiative and personal responsibility
- Strong communications skills, both verbal and written
- Flexibility in working with various constituents within the school community
- First Aid and CPR certifications will be required to complete all needed certifications for the IHSA and Western Idaho Conference

Scheduling

Sample of season schedules

Riverstone International School Otter Athletics 2024 - 2025 seasons																											
Aug		Sep			Oct		Nov		Dec		Jan		Feb		Mar		Apr		May								
no contact 8-11	First Day 14	Back pack Sept 3- Sept	MS Trips 15-20	Colle ge Tour Oct 1-4	Conf. Fall Break Oct 17-21			Than kgiv ing Nov 25-2		Holiday Break Dec 20 - Jan 5		8th winter trip 22-24		Conf. Feb 13-17		11th winter trip 10-12	Spring Break Mar 15-30			MS Spring Trips 28-2	HS Spring Trips 11-16	May 22 Com menc ment	May 29 last day				
HS Girls Volleyball Aug 12 - State Oct 31-Nov 2								HS Girls Basketball Nov 4 - State Feb 22																			
HS Swimming Girls & Boys Aug 12 - State Nov 8-9								HS Boys Basketball Nov 15 - State March 6-8																			
												Ski & Snowboard Club MS & HS Jan 6- Feb 18				Ultimate Frisbee MS & HS Feb 17 - May 5											
Orienteering																											
Mountain Biking																											
		MS Volleyball Aug 19 - Oct 2					MS Girls Basketball Oct 14 - Dec 3					MS Boys Basketball Jan 6 - March 1															
		MS Cross Country Aug 19 - Oct 18																	MS Track & Field Girls & Boys Feb 17 - April 25								
ES Flag Football												ES Flag Rugby Feb 17 - April 25															
ES Running Club																											
Our join a team your local at your local High School or Middle School																											
HS 5A Cross Country, Football, Golf, Soccer - Start Aug 12-15												HS 5A Tennis, Track, Baseball, Softball, LaX Feb 23 - May 17-18															
												3A/2A Golf - Feb 26															
												MS Golf - March 28 MS Tennis Apr 30															
*Practice in the gym								Practice elsewhere																			

Physical Demands

The ability to exert up to 50 pounds of force occasionally and/or up to 20 pounds of force as frequently as needed to move objects. The work also requires the following physical abilities in order to perform the essential job functions: use of hands to grasp, hold, carry objects, hearing, kneeling, mental acuity, reaching, repetitive motion, speaking, standing, talking, visual acuity and walking.

Can-do initiative, personal responsibility, proactive collaboration, an upbeat attitude, creativity in imperfect situations, and a commitment to professional growth and quality work are essential to being successful at Riverstone International School.

Management reserves the right to change or add to this job description at any time.
Riverstone International School is an equal opportunity employer.