# United Independent School District
## Department of Human Resources

## 2- HEAD SWIM COACHES

**1 – J. B. Alexander High and Lyndon B. Johnson High**
**1 – United High and United South High**

## Athletic Department

**Primary Purpose:**
Provide instruction and coach students to develop the skills and ability to excel in the sport assigned. Responsible for contributing to the educational program as a whole and to the growth of each student. Responsible for the operation of the district swimming program.

**Educational Qualifications:**
- Bachelor's Degree
- Valid Texas teacher certificate
- Water Safety Instructor (WSI) Certificate preferred
- CPR & First Aid Certificate
- General knowledge of coaching techniques and procedures pertaining to sport
- Knowledge of UIL rules pertaining to athletics and specific sport
- Head Coaching, Assistant coaching or competitive swimming experience preferred

**Major Responsibilities and Duties:**
1. Provide instruction to students at the assigned campus.
2. Cooperate with other members of the school staff in planning and implementing instructional goals and objectives for the overall educational development of students and student athletes.
3. Establish performance criteria for competition and evaluate students' athletic abilities initially and on a regular basis.
4. Manage and supervise athletic activities, contest, and practice sessions that promote individual growth in athletic skills, teamwork, and good sportsmanship.
5. Take all necessary precautions to protect student athletes, equipment, materials, and facilities, both in the classroom and athletic facilities.
6. Keep informed of and ensure compliance with all UIL and TEA rules.
7. Monitor and enforce student eligibility criteria for extracurricular participation.
8. Work with athletic director in scheduling competitions and coordinating arrangements.
9. Assist in the selection of equipment and instructional materials.
10. Compile, maintain, and file all reports, records, and other documents required.
11. Comply with policies established by federal and state laws, State Board of Education rules, and local board policy in area of athletics.
12. Present for students a positive role model that supports the mission of the school district.
13. Maintain a positive and effective relationship with supervisors.
14. Comply with all district and local campus routines and regulations.
15. Effectively communicate with colleagues, students, and parents.
16. Develop and coordinate a continuing evaluation of the coaching program at the feeder schools and implement changes based on the findings.
17. Instruct and advise students on NCAA regulations with regard to academic requirements for scholarships and recruiting practices.
18. Encourage, by example, and through instruction, sportsmanlike conduct in all phases of athletic participation.
19. Establish and maintain open lines of communication with student athletes and their parents.
20. Demonstrate behavior that is professional, ethical, and responsible.
21. Demonstrate the use of appropriate and effective techniques for community and parents involvement.

**Head Swim Coach (continued)**

22. Is responsible for assisting with the insurance program covering school athletes, and assumes responsibility for all processing of injury reports and insurance claims.
23. Encourages athletes to participate in the total program and helps them to develop pride and to excel in the sport(s) of their choice.
24. Is responsible for developing well-coached teams that can compete favorably with teams scheduled.
25. Performs other duties as assigned by the Athletic Director.

**Working Conditions:**

Ability to communicate (verbal); ability to instruct; maintain emotional control under stress.
Frequent district-wide and state-wide travel; frequent prolonged and irregular hours; outdoor exposure to sun and heat.
Some bending, lifting and stooping while performing job related functions.

**Terms of Employment:**

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| Wage / Hour Status: | Exempt |
| Minimum Salary: | Teacher Pay Schedule |
| Stipend: | $8,000 |
| Minimum Work Days: | 187 + 20 Additional days |
| Months: | 10 |

**Date Last Revised:** 03/15

*The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skill that may be required.*