



Central Catholic
HIGH SCHOOL
Celebrating 75 years!

Boys Basketball Head Coach

Central Catholic seeks a Head Boys Basketball Coach who is committed to educating students from diverse backgrounds in a Catholic community, challenging each individual to live as a Christian witness in service to others.

As a Central Catholic employee you are called upon to be a role model and a witness to the Gospel of Christ. Your main goal/responsibility is to be engaged in creating an atmosphere in which the religious faith of each individual student as well as their intellectual, moral, and physical capacities can be developed.

Job Description

The role of the Boys Basketball Head Coach is to be responsible for coaching, character development and providing direction to student athletes so that they might achieve a high level of skill as well as an appreciation for discipline, sportsmanship and teamwork in basketball.

Central Catholic believes that the Boys Basketball Head Coach must assume a major role in fostering cooperation and positive teamwork, exhibiting outstanding sportsmanship and fan involvement at games and special events and most importantly, assume a major role in the development of our youth as future leaders. This job requires you to interact thoughtfully and respectfully with student athletes, fellow coaches, staff, parents and community. Positive communication strategies, organizational skills, and safety awareness are key requirements.

The Head Boys Basketball Coach reports to the Athletic Director. This position requires the coach to complete an employment application, background check and all Archdiocesan and OSAA required trainings and certifications.

Essential Job Functions

1. Follows and upholds the policies and mission statement of Central Catholic High School.
2. Knowledgeable of all Mt. Hood Conference and OSAA procedures and guidelines.
3. Plan, organize, and direct the Central Catholic Boys Basketball program.
4. Manage the 2015-16 Operating and Booster Budget accounts and adhere to the financial policies of Central Catholic in regards to purchase orders, collection and disbursement of money, expenses and receipts.
5. Instructs and demonstrates skill sets and techniques necessary for individual and team development.
6. Ensures that all coaches in the Central Catholic Boys Basketball program are certified and cleared.
7. Ensures that team rules and regulations regarding conduct and eligibility of the athletes are clearly communicated and followed.

8. Plan, organize, advertise, and conduct tryouts for the basketball program; inform Athletic Department and participants of final selections. Maintain the integrity of the selection process.
9. Provide information regarding rules for the season (daily doubles, all sports schedule, camp schedule, clinic schedule, try-out criteria, etc.).
10. Responsible for purchase order requests for program uniforms, supplies, and equipment.
11. Arrange and schedule bus transportation with the Assistant Athletic Director. Ability to drive school van/vehicle to travel to away games and other basketball events. Will travel with student athletes on the team bus both to and from competitions.
12. Submits athletic rosters to the Athletic Department one week before the first game, any changes to student information on the roster, inventories, final season statistics and alphabetical list of award winners immediately following the season (list includes number of awards and the class of the athlete).
13. Ensures that proper forms (insurance, attendance, medical) are obtained and current and that all student athletes are academically eligible.
14. Checks and secures all office, storage room, outside doors, locker rooms and all lights after last player leaves after games and practices.
15. Consults with the Athletic Director regarding any off-season training programs including scheduling dates for summer camps/practices, uniform fitting, pre-post tryout informational parent meetings.
16. Hold informational parent meetings at the beginning of each season for all levels. Organize a parent volunteer group to help with snack bar, parties, team meals, end of the year banquet, etc.
17. Creates a safe environment conducive to learning and appropriate for the physical, social, and emotional development of students.
18. Maintains Strong Interpersonal Skills: Works well with other from diverse backgrounds. Focuses on solving conflict, maintaining confidentiality, listening to others, keeping emotions under control, remaining open to others' ideas and contributing to building a positive team spirit.
19. Works directly with school athletic trainer in reporting injuries, teaching precautions and procedures to ensure staff/student safety and help students prevent injuries. Completes Archdiocese of Portland Student/Youth Accident report for any student injured within 24 hours even if student athlete does not see physician.
20. Model good sportsmanship behavior and maintain appropriate conduct towards opposing team, fans, parents, officials, spectators and community.

Qualifications

1. OSAA and ASEP/NFHS and Coaching Certifications. (This can be completed after the hire.)
2. Ability to organize and supervise a High School Boys Basketball program.
3. Previous High School Basketball coaching experience required.
4. Knowledge of technical aspects of the assigned sport and willingness to continue to learn and examine new ideas pertinent to the assigned sport.
5. Role model that coincides with Central Catholic's mission.

Special Requirements

The person employed for this position must:

- Verify identity and employment authorization
- Complete a pre-employment background check
- Complete all Archdiocesan required trainings and certifications

Compensation: Commensurate with experience.

Start Date: Preliminary work will begin immediately.

Application Deadline: August 14, 2015

To Apply

Please email or fax application, cover letter, resume and three letters of reference to Sherril Action at sacton@centralcatholichigh.org or fax #503-233-0073. Questions concerning this position should be directed to Laura Jaeger, Athletic Director, Central Catholic High School, 503-235-3138, ext 133.