



**Centralia School District
Job Description
Middle School – Track Coach**

Reports to: CSD Athletic Director

Location: Centralia Middle School

Bargaining Unit: Non-Represented

FLSA Status: Non-Exempt

Classification: Coaching

Job Summary:

The middle school track coach supports Centralia School District and its athletic programs by working directly with the head coach and other assistant coaches to provide a positive and educational experience to Centralia Middle School student athletes through interscholastic athletics demonstrating effective leadership, supervision, and organization teaching the fundamentals of track in a team environment.

Required Qualifications:

- High school diploma or equivalent
- Ability to motivate and develop student athletes
- Demonstrated ability to be self-directed while working with a high degree of collaboration
- Ability to communicate effectively, possess awareness (for self and others), listen actively, be patient, incorporate humor/lightheartedness into work, be empathic, possess a growth mindset, and be customer-service oriented
- Ability to work in a calm, efficient, courteous manner under stress and exercise careful judgment, confidentiality, and tact in the performance of duties
- Ability to work effectively under pressure
- An understanding of the rules and regulations of track
- Ability to maintain a positive attitude
- Ability to support the District's vision, mission, goals, and culture code including the belief that all students can succeed
- Ability to act in a confidential manner in all aspects of employment
- Ability to provide proof of being fully vaccinated against COVID-19
- Ability to complete necessary WIAA and District trainings as directed or required
- Ability to perform the essential functions of the position with or without reasonable accommodations

Desired Qualifications:

- Successful experience coaching in a K-12 system
- Successful experience coaching track
- Ability to speak Spanish
- Experience working with diverse people

Essential Functions:

- Provides direct leadership and organization for all levels of the track program
- Assists in direct supervision of all student athletes before/during/after all practices/conditioning sessions, games, travel, and other school related activity.
- Assists in setting of clear expectations of student athletes, families, and staff and holds them to those expectations
- Assists in communicating pertinent information to all stakeholders in a timely manner and keeps families informed of important dates, schedule changes, and development opportunities
- Serves as a role model for students
- Always ensures a positive and conducive learning environment
- Works with Centralia School District Athletic Director to ensure the program is abiding to WIAA, Tri-County League, and District policies and guidelines
- Attends trainings as directed or appropriate
- Other duties as assigned

Salary:

\$2,972 - \$3,150 stipend, depending on experience

Work schedule:

2 hours per day, Monday-Friday, April to June

Application Procedures:

Anyone interested in this position should apply through www.EdJobsNW.com AND submit a letter of interest to Tim Ahern, CSD Athletic Director at tahern@centralia.wednet.edu. Current employees of Centralia School District need only to send a letter of interest to Tim Ahern.

Working Condition and Physical Effort Requirements

| | Seldom or Never | Monthly | Weekly | Daily | Hourly |
|----------------------------------------------------------------------------------------------------------------------------------|--------------------|---------|--------|-------|--------|
| Lift/push/pull/carry objects up to 10 lbs. | | | | | x |
| Lift/push/pull/carry objects 11-20 lbs. | | | | | x |
| Lift/push/pull/carry objects 21+ lbs. | | | | | x |
| Standing up to one hour at a time | | | | | x |
| Standing up to two hours at a time | | | | | x |
| Standing for more than two hours at a time | | | | x | |
| Stooping and bending | | | | | x |
| Ability to reach and grasp objects | | | | | x |
| Manual dexterity or fine motor skills | | | | | x |
| Ability to communicate orally | | | | | x |
| Ability to hear | | | | | x |
| Proofreading and checking documents for accuracy | | | | x | |
| Using a computer and computer software | | | x | | |
| Using various technology tools | | | x | | |
| Working in a normal office environment with few physical discomforts | x | | | | |
| Working in an area that is somewhat uncomfortable due to drafts, noise, temperature variations, or other conditions | | | | x | |
| Working in an area that is very uncomfortable due to extreme temperatures, noise levels, or other conditions | | | x | | |
| Working with equipment or performing procedures where carelessness would probably result in minor cuts, bruises, or muscle pulls | x | | | | |
| Operating automobile, vehicle or van | | | x | | |