

**Job Title: Football Cooperative Assistant Coach/Floodwood Football Representative  
Board Approved:**

**Job Summary:**

Position is responsible for coaching all cooperative student athletes in game strategies and techniques to prepare them for athletic competition. Position motivates student athletes to develop an appreciation of the sport and characteristics essential to successfully competing cooperatively with another school. Position ensures Floodwood student-athletes are given equal opportunities in the cooperative.

**Supervisor:** Athletic Director(s) and Principal(s), Cooperative Head Coach

**Payment Rate:** In accordance with current Schedule C Agreement for Head Football Coach

**Qualifications:**

Minimum Qualifications (Knowledge, Skills and/or Abilities Required)

1. Some experience as a football coach or assistant coach at the high school or college level preferred.
2. Must possess effective coaching techniques and skills.
3. Must possess a thorough knowledge of the rules, regulations, strategies, and techniques of the sport.
4. Must possess the ability to establish and maintain effective working relationships with school administrators, parents, and students.
5. Current MN High School Head Coach Certification

**Essential Duties:**

1. Holds organizational meetings for team prospects and encourages potential athletes to participate in the sport.
2. Assesses player's skills and assigns team positions.
3. Assists in developing a regular practice schedule and helps organize practice time to provide both individual and team development.
4. Works with the athletics director of both schools to scheduling facilities for practices and competition, as well as schedule transportation to/from practices for student-athletes in the cooperative
5. Coaches and instructs players, individually or in groups, regarding the rules, regulations, equipment, and techniques of the sport.
6. Observes players, during competition and practice to determine the needs for individual or team improvement.
8. Works with other coaches to determines game strategy based on the team's capabilities and opponents' systems.

9. Establishes and maintains standards of pupil behavior and provides proper supervision of athletes at all times.
10. Monitors the academic performance of Floodwood team members to ensure that eligibility requirements are met.
11. Follows established procedures in the event of an athlete's injury.
12. Conferences with parents/guardians, as necessary, regarding the athletic performance of their student.
13. Follows state, regional, and district regulations governing the athletic program.
14. Models sports-like behavior and maintains appropriate conduct towards players, officials, and spectators.
15. May act as a team representative and promote the sport by communicating with the news media, booster clubs, service clubs, and other organizations, especially in the Floodwood area.
16. Works with the head coach and athletic director(s) in the cooperative to award letter winners at the end of the season.
17. Participates in special activities to include parent's night, banquets, award nights, and pep assemblies.
18. Maintains eligibility forms, emergency data cards, insurance records, and assists with equipment inventory and other related records.
19. Models nondiscriminatory practices in all activities.
20. Communicates with school office regarding announcements pertaining to Floodwood student-athletes participation in the football cooperative.
21. Arranges meeting times and places for Floodwood students to convene and participate in Zoom conferences with Cromwell-Wright players and staff.
22. Plans summer waiver workout days in Floodwood for football cooperative student-athletes. (These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

**Other Duties:**

1. Attends staff development meetings, clinics, and other professional activities to improve coaching performance.
2. Performs any other related duties as assigned by the school principal, athletic director, or cooperative head coach.

**Job Specifications:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. In addition, the individual must be willing to travel to the host school for the seventy-plus practice/game days at their own expense. The requirements listed are representative of the knowledge, skill and/or ability required. Reasonable accommodation may be made to

enable individuals with disabilities, who are otherwise qualified, to perform the essential functions.

**Working Conditions & Physical Requirements:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions. Must have the ability to stand for extended periods of time; see and read a computer screen and printed material with or without vision aids; hear and understand speech at normal levels, outdoors and on the telephone; speak in audible tones so that others may understand clearly; physical agility to lift up to 25 pounds to shoulder height and 50 pounds to waist height; and to bend, to stoop, to sit on the floor, to climb stairs, to walk and to reach overhead.

**Work Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Duties are normally performed in a school environment or outdoors. Duties may be performed away from school. The noise level in the work environment is usually moderate to loud.