

**JOB DESCRIPTION:
Elementary Soccer Coach**



Woodinville Montessori School
a nonprofit organization

SUMMARY:

This position is a part time independent contractor in the Elementary program of students, 1st to 6th grade. The coach will provide engaging soccer curriculum and instruction to students, with keen awareness of the functioning of the whole while also paying attention to individual and small group needs.

SCHEDULE:

2021 Fall Electives / Mondays & Wednesdays 3:15 pm - 4:45 pm

STATUS:

Independent Contractor

COMPENSATION:

\$25 / Hour

WMS CONTACT:

Directors of Auxiliary Programs

DATE:

October 2021

DUTIES:

Include but are not limited to:

- Provide soccer instruction including skills, rules, and appropriate sporting behavior to Elementary students
- Supervise students at all times
- Oversee safety and well-being of students
- Track student attendance, performance, and participation
- Communicate with students and Director of Auxiliary Programs regarding participation or behavior
- Utilize positive and effective group management skills
- Account for all school equipment when in use for lessons
- Provide basic medical treatment for non-life-threatening injuries and follow school documentation procedures

EDUCATION/CERTIFICATION REQUIREMENTS:

- Experience coaching soccer to elementary aged students
- E Coaching License or higher preferred
- Infant/Child & Adult CPR
- First Aid
- HIV/Blood-borne Pathogens

SKILLS AND EXPERIENCE REQUIREMENTS:

- Knowledgeable about soccer curriculum/goals
- Previous experience working with elementary students in an educational setting
- Demonstrated commitment to education and well-being of all children

KEY PERFORMANCE CHARACTERISTICS:

- Attuned to variations in learning style of individual students and willing to adapt to them
- Demonstrated enjoyment and understanding of children
- Demonstrated ability to create and maintain collaborative working relationship with staff, parents and students
- Work with children in a warm, patient, calm, respectful and confident manner
- Be organized, attentive to details, able to multi-task, and a careful observer
- Maintain confidentiality
- Maintain a calm demeanor in a busy, highly flexible environment
- Understand and execute verbal and written instruction, policies and procedures and implement them with a degree of independence
- Achieve and maintain positive relationships with students, staff and parents
- Use tact, courtesy and good judgment
- Model and monitor appropriate student behaviors and communication skills
- Maintain mental and physical alertness and an appropriate level of energy to perform essential job requirements

WORKING CONDITIONS:

- Must remain flexible to meet the immediate needs of students, staff and school
- Required to handle multiple tasks simultaneously and prioritize
- May experience frequent interruptions
- May work outside in all weather conditions

PHYSICAL DEMANDS:

- Demonstrate full range of motion to demonstrate soccer related skills
- Walk and run after students on a playground or as needed
- Capable of expressing, instructing, and exchanging ideas by means of the spoken English word and engage in and respond to activities where detailed or important spoken instructions must be conveyed to other workers accurately, loudly, or quickly (emergency evacuations, etc.).
- Receives the nature of sounds at normal speaking levels with or without correction, having the ability to receive detailed information through oral communication, and making fine discriminations in sound
- Has visual acuity to determine the accuracy, neatness, and thoroughness of the work assigned, to make general observations of facilities or structures, and to safely supervise students
- Is able to fully participate in activities

MENTAL AND EMOTIONAL DEMANDS:

- Focuses on the students and their safety as the highest priority at all times
- Is able to tolerate noisy and busy children
- Communicates with colleagues and parents under stressful conditions
- Coordinates well with coworkers, verbally and nonverbally
- Displays a positive attitude

UPON HIRE:

Complete an Employment Eligibility Form and submit documentation to Human Resources for review and verification to comply with the Federal Immigration Reform and Control Act. All offers of hire are contingent upon passing a nation-wide criminal history check, which requires the employee to provide fingerprints.

The information presented indicates the general nature and level of work expected of employees in this classification. It is not designed to contain, or to be interpreted as, a comprehensive inventory of all duties, responsibilities, qualifications and objectives required of employees assigned to this job.

I have read this Job Description and I understand the duties, requirements, characteristics and skills. I certify that I am capable and qualified to carry out these duties as described above.

Employee Signature _____ Date _____

Supervisor Signature _____ Date _____