CLOVIS MUNICIPAL SCHOOLS
JOB DESCRIPTIONS

Position: Strength and Conditioning Coach - All Clovis High School Sports

Supervisor: Director of Athletics

General Job Description: To assume the responsibility and obligation of establishing and maintaining a strength and conditioning program for all sports.

Essential Duties and Responsibilities:

1. Design and supervise weight training and conditioning programs for all men’s and women’s sports at Clovis High School for in season, off season, and pre-season.
2. Operate and maintain the weight room at Clovis High School.
3. Teach strength and conditioning classes as needed.
4. Be responsible for a working relationship with coaching staff.
5. Be responsible for a coordinated weight training and conditioning program, in cooperation with the Athletic Director, and head coaches.
6. Be responsible for monitoring effective working relationship with junior high school coaches in strength and conditioning programs.
7. Plan and schedule a regular program of weight training and conditioning practice in coordination with the head coach of each sport.
8. Set up and monitor all rules and regulations that are to be followed by all users of the Clovis High School weight room.
9. Recommend purchase of equipment and supplies as is appropriate.
10. Maintain necessary attendance forms, work out schedules, and progress charts for each athlete.
11. Oversee the safety condition of the weight room facility.
12. Enforce discipline and sportsmanship behavior at all times, and establish and oversee penalties for breach of such standards by individual students.
13. Attend to the academic classroom work which may be assigned using acceptable methodology and techniques of teaching.
14. Prepare and submit to the athletic office a complete inventory of weight equipment at the end of the season.
15. Design and supervise weight training and conditioning programs for all men’s and women’s sports at the junior high schools for in season, off season, and pre-season, in cooperation with the athletic coordinators of each junior high school.
16. Work in cooperation with the athletic trainers in the rehabilitation and strengthening of injured athletes.

Additional Duties and Responsibilities:

Perform any other duties as assigned by the immediate supervisor, principal, and /or Superintendent.

Qualifications:

1. Bachelor’s degree and appropriate valid New Mexico certification(s) and coaching endorsement.
2. Employment as a teacher.
3. Demonstrate interest in an aptitude for performing the task(s) of Strength and Conditioning Coach.
4. Have a strong working knowledge and teaching skills in analysis and techniques of lifting.
5. Experience and/or expertise in the area of strength training and fitness programming for diverse populations.
6. Possess strong motivational and disciplinary abilities.
7. Evidence of ability to interact positively with student athletes, colleagues, and the public.
8. Evidence of strong organizational skills and effective oral and written communication skills.
9. Such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable.
Physical Requirements:

Ability to demonstrate the appropriate skills and techniques to be used by the athletes to participate in their particular sport(s) is preferred. Sitting, standing, lifting and carrying (up to 50 pounds), reaching, squatting, climbing stairs, kneeling, and moving equipment/boxes up to 50 lbs.

Safety and Health Requirements:

1. Knowledge of universal hygiene precautions.
2. Knowledge and training in first aid procedures required for handling athletic related injuries.

Equipment/Materials Handled:

Must know how to properly operate, or be willing to learn to operate, all multi-media equipment including current technology. Must know how to operate whirlpools, weight machines, and sports aid equipment.

Work Environment:

Must be able to work within various degrees of noise, temperature, and air quality. Work surfaces will vary from concrete to grass to hard wood floors. Job responsibilities require both inside and outside assignments. Interruptions of work are routine. Flexibility and patience are required. Must be self-motivated and able to complete job assignment without direct supervision. After hours work may be required. May make site or home visits when needed and appropriate. Must be able to work under stressful conditions.

Terms of Employment:

Salary and work year to be established by the Board.

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