

**PLYMOUTH COMMUNITY SCHOOL CORPORATION  
JOB DESCRIPTION**

**JOB TITLE:** Freshman Volleyball Coach

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**EXEMPT:** Yes  
**SALARY LEVEL:** Per Master Contract  
**LOCATION:** Plymouth Community High School  
**REPORTS TO:** Varsity Volleyball Coach and Athletic Director  
**LENGTH OF WORK:** Pre-season, season and post season of the activity during the year.

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**ESSENTIAL FUNCTIONS** include the following. Other duties may be assigned.

- I Pre-Season**
  - A.** Assist in conditioning training.
  - B.** Help supervise open gym if available.
  
- II During Season**
  - A.** Try outs; evaluating players; skill ability and team placement.
  - B.** Assist in setting guidelines for team.
  - C.** Meet with other coaches at least once a month to discuss disciplinary problems, teams, weaknesses and strengths, etc.
  - D.** Assign freshman players to call lines, take money during Junior Varsity and Varsity matches.
  - E.** Check that equipment for each match is ready.
  - F.** Scout other team during tournament.
  - G.** Take stats; explain format to underclassmen.
  - H.** Attend all home games, tournaments and other games that head coach requires.
  - I.** Assist JV and Varsity coaches during their games. Take stats, fill water bottles, shag balls, tape players injuries, assist injured players and get towels.
  - J.** Announcements to be read at school and newspaper clips for the freshmen.
  - K.** Do score book or clock if needed for JV and Varsity games.

**QUALIFICATION REQUIREMENTS:**

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**EDUCATION and/or EXPERIENCE:**

Certified teacher and employment with the Plymouth Community School Corporation if required by the IHSAA; or related experience and/or training.

**CERTIFICATES, LICENSES, REGISTRATIONS:**

Valid state driver's license - operator permit

**LANGUAGE SKILLS:**

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of athletes, school officials, parents, and the press.

**MATHEMATICAL SKILL:**

Ability to work with mathematical concepts. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

**REASONING ABILITY:**

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

**PHYSICAL DEMANDS:**

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 accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand, walk, sit, use hands to finger, handle, or feel objects, tools, or controls, reach with hands and arms, and taste or smell.

The employee must be physically able to demonstrate the sport or activity, including lifting all equipment as required by the activity. This is to include games and practice.

The employee must have the physical stamina to be able to handle the hours and physical stress of the sport during contests and practices.

Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.

The employee should be able to use the machines, tools, equipment, and work aids which may be representative of those commonly associated with this type of work.

**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.

The noise level in the work environment is usually loud.

The working environment is mainly indoors other than routine errands.

There are no environmental hazards indicated for this position.

**TERMS OF EMPLOYMENT:**

Pre-season, season, and post season of the activity during the year. Salary as per Master Contract.

**EVALUATION:**

Annually.

*Revised 1/19/01*