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# Example of Athletic Coach Job Description

Our innovative and growing company is hiring for an athletic coach. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for athletic coach

* Assist in maintaining training hall in a safe, clean and secure fashion
* Assist in on & off-site clinics and seminars to community to promote and market programs as directed by Program Director of Athletic Development
* Acquire and maintain necessary certifications
* Work towards professional development by increasing knowledge of training methodology and scientific basis of training through outside study and attendance at clinics and seminars as selected by the Program Director of Athletic Development
* Participate in Research Projects in collaboration with the Sports Medicine Institute and participating members
* Assist in the management of the day to day operations of the facility
* Perform all duties and responsibilities in a manner consistent with and supportive of the Mission and Values
* Provide leadership for the combined programs
* Oversee recruitment of student-athletes
* Enforce policies and procedures for student-athletes and assistant coaches

## Qualifications for athletic coach

* Analyze equipment needs
* Develop strategies to foster athletic and academic progress of student-athletes
* May perform public relations activities to promote the program
* Submit scores and statistics to media and United States Collegiate Athletic Association (USCAA)
* Supervise student-athletes and assistant coaches
* Basic personal computer use, including MS Excel and Word