

EMPLOYMENT OPPORTUNITY



A K-12 independent school

SEQUOYAH SCHOOL 9-12

POSITION Head Coach, Grades 9-12
Full-or part-time

REPORTS TO Athletic Director

JOB SUMMARY

Sequoyah School is an independent school in Pasadena, California, founded as K-8 in 1958, and expanded to K-12 in September, 2016.

Sequoyah's athletics program, Sequoyah Sports, focuses on developing individual growth in skill and stamina, sportsmanship, teamwork strategies, and exhilaration in play. Our athletics program strives to provide fun and learning in an environment open to students who are beginners or highly skilled and experienced. All coaches must adhere to Sequoyah's mission and Habits of Mind. Coaches must support the student-athlete concept and demonstrate concern for the health, safety, and welfare of each student-athlete. Finally, they must support, encourage, and monitor student-athletes' academic progress.

ESSENTIAL DUTIES AND RESPONSIBILITIES

An Athletics Coach will:

- Provide leadership, direction, and oversight of all teams within the sports program operating under the California Interscholastic Federation
- Attend all games and practices
- Attend team meetings/events, and league meetings (as necessary)
- Transport team to/from practices and games in school vans, and supervise students until parent pick-up
- Provide age-appropriate, sport-specific practice and game plans
- Run drills and practices, with player feedback in mind
- Lead pre-season, in-season and post-season communication
- Report post-game results
- Maintain and manage uniforms and program-related equipment
- Promote fair play and mindful behavior among students
- Represent the school in its values and mission
- Perform other duties as assigned by Athletic Director

REQUIRED QUALIFICATIONS

- Current CPR / First Aid Certification
- National Federation of High School (NFHS) Sports Courses :
 - Fundamental of Coaching Certificate
 - Concussion in Sports Certificate
 - Heat-Illness Prevention (optional)
 - Sudden Cardiac Arrest (optional)

If you do not have these coaching courses, the school will support your completion as they can be taken online at www.nfhslearn.com
- Ability to effectively communicate with students age 10 and up
- Ability to lift 40 lbs.

(continued)

DESIRED EXPERTISE & EXPERIENCE

- Bachelor's degree, or some post-secondary education
- Three or more years coaching experience with a school or club team
- Experience with student programs in a high school setting
- Ability to work effectively with a wide range of constituents in a diverse community
- Ability to understand, follow, and enforce safety procedures
- Knowledge and understanding of all aspects of the specified sports program
- Prior experience as a student-athlete in the sport is preferred
- Demonstrated ability to communicate effectively both orally and in writing
- Ability to make administrative/procedural decisions and judgments
- A positive, upbeat coaching style

Sequoyah School has a rich history of diversity and seeks candidates to enhance that tradition. Sequoyah offers competitive salary and benefits.

Interested candidates please send a completed application along with your resume and a cover letter to: Kito Paul, Interim Athletic Director, at recruitment@sequoyahschool.org. Use the title of this position as the "Subject" line.

For more information about Sequoyah School, please see our website at sequoyahschool.org

Download Application:
[Application \(MS Word\)](#)
[Application \(Fill-in PDF\)](#)