

# PROVIDENCE ACADEMY

## Coach Job Profile

- Title:** Basketball Coach
- Reports to:** Athletic Director (AD)
- Supervises:** Assistant Coach
- Evaluation:** Performance will be evaluated in accordance with provisions of the Board's policy on evaluation of professional personnel and this job description
- Status:** Full-time position, including summer work and international travel
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### **POSITION SUMMARY**

A coach is a staff position at Providence Academy, and is a part of the athletic department. This position is responsible for supporting the mission of the school and advancing the mission, culture, and function of the athletic department, especially through the effective coaching of all students in his or her care. This role requires international student-athlete talent identification, screening, admissions support, placement, mentoring, and wellbeing.

### **PRIMARY RESPONSIBILITIES**

1. Seamlessly reinforce a Christ-centered, competitive culture of athletics to coaches, faculty/staff, student-athletes, parents, and those outside of our school.
2. Oversee and execute all functions of international athletic program development, including but not limited to establishing a network of trusted in-country coaches and educators; proactively assessing school talent needs across all athletic programs; recruiting a limited number of players who are consistent with the culture and goals of Providence Academy in a high-integrity manner; screening for fit; placing in a healthy host home environment; and mentoring toward academic, spiritual, and athletic growth.
3. Travel internationally to select destinations to conduct in-person meetings, as time and budgeting allows, bearing in mind the need for strong financial stewardship.
4. Cultivate a reliable and stable pool of host home families who joyfully reflect the goals and values of this aspect of our school mission.
5. Work closely with the admissions department in assuring cross-department goal alignment.

6. Assist with establishing and executing post-graduation planning paths for each student-athlete, such as college visits, as relevant.
7. Assure NCAA communication and compliance for international student-athletes.
8. Oversee and execute all function of a program head coach, including, but not limited to scheduling, facility maintenance, parent communication, grade checks, uniform and equipment ordering, travel planning, camp planning, practice and game planning, coaching, discipleship of student-athletes, help with vertical alignment of junior high and varsity programs, game film acquisition and analysis, scouting reports, attraction of new student-athletes, recruiting of international student-athletes, and all other duties reasonably assigned by supervisor not listed here.
9. Prepare and implement a Christ-centered coaching philosophy that emphasizes consistency with the mission, vision, and values of Providence Academy.
10. Define, implement, and reinforce team core values.
11. Evaluate and, whenever plausible, maintain cleanliness and safety of practice and game facilities.
12. Partner with coaches of other sports to ensure the growth of all sport programs within the department, and support unity of mission with non-athletic school areas.
13. Attend practices as determined in communication with other coaches and AD.
14. Attend games as determined in communication with other coaches and AD.
15. Maintain proper certifications required of our coaching staff (e.g., CDL, CPR, Safe Coach training).
16. Support Athletic Department Fundraising events and efforts.
17. Work on nights and weekends and significant travel are requirements of role. This role anticipates summertime month-long travel with multiple ports of call to cultivate relationships in one or more of the following: Eastern Europe, Italy, the Bahamas, South Korea, and Australia.

## **PREFERRED QUALIFICATIONS**

1. Strong preference will be conferred to candidates with demonstrated spoken and written fluency in English and at least one Eastern European language; additional language competencies beyond two languages will also favorably affect consideration.
2. Strong preference will be conferred to candidates with college-level and/or professional competitive play experience.
3. Strong preference will be conferred to candidates holding a bachelor's degree or higher.

4. Strong preference will be conferred to candidates with private school coaching experience.
5. Preference will be conferred to candidates with coaching experience in competitive summer youth leagues and/or clinics.
6. Preference will be conferred to candidates with demonstrated personal knowledge of international athlete recruiting processes.

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## REQUIRED PERSONAL QUALITIES

1. Demonstrates faith in Jesus Christ as his/her personal Savior.
2. Professes a belief that the Bible is God's Word and is the standard for faith and daily living.
3. Agrees whole-heartedly with Providence Academy's Statement of Faith.
4. Is a Christian role model in attitude, speech, and actions toward others. (Luke 6:40) This includes being committed to God's biblical standards for sexual conduct.
5. Is a Christian who is an active member of a Christ-centered church, and will remain so during the period of employment, growing in his/her Christian relationship with God, and actively practicing and exhibiting Christian principles of the Christian faith; seeks to model in speech, actions, and attitude a consistent daily walk with Jesus Christ; sets an example of the importance of spiritual discipline; and encourages students in the importance of a personal relationship with Jesus Christ and growth of their faith.
6. Recognizes the role of parents as primarily responsible before God for their children's education and is prepared to partner with them in that task.
7. Demonstrates the character qualities of enthusiasm, courtesy, flexibility, integrity, gratitude, kindness, self-control, perseverance, and punctuality.
8. Meets everyday stress with emotional stability, objectivity, and optimism.
9. Maintains a personal appearance that is a Christian role model of cleanliness, modesty, good taste, and is in agreement with school policy.
10. Uses acceptable English in written and oral communication. Speaks with clear articulation.
11. Respectfully submits and is loyal to constituted authority.
12. Willing to notify supervisor of any policy he/she is unable to support.
13. Possesses a passion for the University-Model School mission/vision.
14. Possesses a clear knowledge, understanding, and heart for classical and Christian education.
15. Is a spiritual leader.
16. Is detail-oriented and able to remain flexible in the variable landscape of school athletics.
17. Possesses good people skills.
18. Has a servant's heart.
19. Is able to diffuse difficult situations.
20. Respects confidentiality.
21. Possesses and demonstrates the fruits of the Spirit.
22. Acts objectively when distinguishing what is best for Providence Academy when his/her own children are attending the school.
23. Is exemplary in praying for the school, staff, students, and families.
24. Models biblical principles of leadership in his/her relationships with and treatment of the faculty and staff.

25. Submits to the Athletic Director's, President's and Board's authority.
26. Is able to articulate a Christian (biblical) philosophy of education and implement this philosophy at all levels of the school.
27. Is able to communicate openly and honestly with the Athletic Director.



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*Providence Academy does not discriminate against applicants and employees on the basis of race, color, gender or national or ethnic origin. The purpose of this job description is to describe the basic function of this job so that employees can better know what is expected of them. The descriptions also provide information useful for recruiting, training, and performance appraisal. This document does not create an employment agreement, nor does it modify the at-will employment status of all employees. This job description is not meant to inhibit employee creativity or innovation. It may be revised when necessary.*