

Texas City Independent School District

P.O. Box 1150 Texas City, Texas 77592

Human Resources

(409) 916-0107

Head Football Coach/Campus Coordinator

Job Description

Reports to: Director of Athletics

Term: 226 Days

Status: Exempt

Primary Purpose: Manage the athletic programs at the high school campus level. Provide leadership in the development of the La Marque High School football program grades 7-12. Assist staff in the proper compliance with all district and state athletic policies and regulations.

Education/Certification

Bachelor's degree from a recognized, accredited college or university required

Master's degree and/or valid Texas Mid-Management Certification preferred

Experience: Minimum of five years successful experience with varsity head coach experience preferred or varsity coordinator experience required.

1. Coordinate all campus level athletic schedules.
2. Maintain a complete and accurate campus athletic equipment inventory.
3. Submit any and all necessary requests as per Texas City ISD Athletic Administration.
4. Monitor Junior High School implementation of philosophies, schemes, strategies, techniques, skills, offenses, and defenses as stressed by the High School Head Coach.
5. Possess and demonstrate the ability of effective communication with students, staff, faculty and community at all times.
6. Possess a thorough knowledge of all UIL rules and regulations.
7. Assist with the management of all UIL competitive activities that occur at the home campus.
8. Coordinate and schedule all necessary event supervisors and game support staff for all campus-based athletic activities.
9. All other duties as assigned by Director of Athletics.

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Supervisory Responsibilities:

Supervise and evaluate the performance of coaches and support staff.

Working Conditions:

Mental Demands/Physical Demands/Environmental Factors:

Maintain emotional control under stress. Frequent district and statewide travel; occasional prolonged and irregular hours.

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Approved by _____ Date _____

Reviewed by _____ Date _____