

**CHRISTOPHER COLUMBUS CAMPUS
ATHLETIC DEPARTMENT**

**PER SESSION VACANCY NOTICE 2013-14
(SUBJECT TO FUNDING AVAILABILITY)**

POSITIONS: Coaches
POST DATE: June 13, 2013
DEADLINE: Friday, July 12, 2013

FALL Coaching Positions	
BOYS	
<i>Position</i>	<i>Hours</i>
Bowling Coach-Varsity	92
Head Football Coach- Varsity	260
Asst. Football Coach-Varsity	260
Football Coach-JV	176
Soccer Coach-Varsity	140
GIRLS	
<i>Position</i>	<i>Hours</i>
Bowling Coach-Varsity	92
Soccer Coach-Varsity	140
Volleyball Coach-JV	78
Volleyball Coach-Varsity	116
CO-ED Cross Country Coach	92

WINTER Coaching Positions	
BOYS	
<i>Position</i>	<i>Hours</i>
Basketball Coach-JV	128
Basketball Coach- Varsity	212
Indoor Track Coach	140
GIRLS	
<i>Position</i>	<i>Hours</i>
Basketball Coach- Varsity	212
Gymnastics Coach	164
Indoor Track Coach	140

SPRING Coaching Positions	
BOYS	
<i>Position</i>	<i>Hours</i>
Baseball Coach-Varsity	188
Lacrosse Coach- Varsity	140
Outdoor Track	128
Tennis Coach-Varsity	92
Volleyball-Varsity	116
GIRLS	
<i>Position</i>	<i>Hours</i>
Softball Coach- Varsity	188
Tennis Coach-Varsity	92
Outdoor Track Coach	128
Lacrosse Coach	140
CO-ED Golf	92

LOCATION: Christopher Columbus Campus

QUALIFICATIONS:

1. Must have a NYC –DOE teaching license, preferably in Physical Education.
2. Must have current First AID, CPR, AED and Concussion Management Certifications prior to the start of the season.
3. Must have knowledge of the sport. Preferably experienced playing and/or coaching the sport or have a coaching certificate from an accredited sport association at the beginning of the sport season.
4. Must have excellent attendance and punctuality record(attach CAR)
5. Must have excellent record keeping and organizational skills
6. Must have excellent communication skills

RESPONSIBILITIES OF COACH:

1. Responsible for being well versed in all Chancellors’ Regulations and Disciplinary Code book as it pertains to PSAL.
2. Responsible for adhering to all PSAL rules and regulations.
3. Responsible for maintaining constant communication with parents, students and supervisors.

4. Responsible for following procedures in scheduling try-outs, scheduling practices, attending home and away games as scheduled by PSAL.
5. Responsible for securing practice sites. (Permits)
6. Responsible for keeping the Athletic Director informed of non-PSAL games, scrimmages and/or tournaments.
7. Responsible for keeping and maintaining accurate records of equipment (uniforms, helmets, etc.)
8. Responsible for submitting team rosters to Athletic Director prior to season for eligibility verification.
9. Responsible for the distribution, collection and storing of all equipment.
10. Responsible for adhering within budget and willing to supplement team funds through fundraising and grants.
11. Responsible for ensuring student-athlete eligibility.
12. Responsible for supervising assistants, student managers, and others connected with the team.
13. Responsible for promoting good sportsmanship in each player.
14. Responsible for promoting the proper use and maintenance of equipment/uniforms and property.
15. Responsible for maintaining good public relations with news media, parents, officials, alumni and community groups.
16. Responsible for performing duties as directed by the Athletic Director and/or Supervising Principal.
17. Responsible for completing PSAL in-service credits within the PSAL timeframe (Non-PE licensed teachers only).
18. Responsible for attending and participating in the annual Christopher Columbus Campus Sports Awards Dinner.

SALARY: CONTRACTUAL RATES (Per-Sessions)

WORK SCHEDULE:

Afterschool and weekends, not to exceed PSAL per-session allotment

APPLICATION:

Submit the following to Sandra Burgos, PSAL Supervising Principal, in room 201 by
Friday, July 12, 2013

- Coaching resume
- OP175 (per-session application)
- Copies of PSAL certifications

Service exceeding the number of hours specified in the most current personnel memorandum concerning per session hours and/or service in one or more per session activities in a per-session school year, requires prior approval of the Executive Director of Human Resources. The appropriate Chief Administrator, Executive Director, Assistant Superintendent of High School, Community Superintendent or Special Education Superintendent must make the request in writing (form OP175W) and receive written approval before the person can begin working in the activity. Requests should be sent to the Division of Human Resources - Per Session Monitoring Unit at 65 Court Street, Brooklyn, NY 11201, room 405-G. for details, please refer to Chancellor's Regulation C-175 dated June 9, 2009. **AN EQUAL OPPORTUNITY EMPLOYER M/F/H**