



PRESBYTERIAN CHRISTIAN SCHOOL

103 W.S.F. TATUM DRIVE, HATTIESBURG, MS, 39401

WWW.PCSK12.ORG

601-599-0444

Presbyterian Christian School - ATHLETIC DEPARTMENT

Presbyterian Christian School exists to provide a comprehensive college preparatory education distinguished by a biblical worldview to equip students with the moral integrity, intellectual capacity, and social conscience to impact the world for Christ.

Job Title: *Softball Assistant Coach*

Responsibilities:

- Responsible for assisting in the spiritual betterment, training, conditioning, fiscal management, apparel design & ordering, equipment needs, and overall oversight of the program
- During absence of head coach, provide assistance and leadership to the program, including but not limited to; practice, communication, mentorship, logistics, and other duties as assigned
- Responsible to assist with the upkeep of our PCS Athletics Facilities and locker rooms
- Responsible to adhere to the PCS Athletic Handbook while also adhering to the overall mission of PCS including policies, procedures, rules and regulations of PCS, including monitoring the academic progress of student athletes and adherence to the PCS Extracurricular Eligibility Policy
- Responsible for assisting in oversight, training, and mentoring of Volunteer Coaches, or Intern/Practicum Students
- Responsible for assisting in monitoring & maintaining the discipline and conduct of student athletes to support the policies, reputation, and image of PCS
- Responsible for assisting in the supervision of all student athletes during periods dedicated to said sport(s), including school day periods, i.e. 1st period, and after school. At no time should a student athlete be left on campus unattended without a coaches supervision. Further, at no time should a student athlete in your care be directed to move to a different location without proper communication with administration.

- Responsible for assisting in the proper communication with parents, faculty, and administration related to any issues regarding PCS student athletes. This can include but is not limited to students requiring early dismissal, travel arrangements to and from athletic contests, disciplinary issues, game or practice scheduling changes, and any other communication required. Communication with our PCS Family is an ethos held in the highest priority.
- Responsible for being a light in the darkness as stated in 1 Peter 2:9. Additionally, responsible for creating and furthering a positive, constructive culture within said programs which includes accountability, respect, honor, and loyalty to PCS and its mission.
- This position may be responsible for additional duties if necessary and directed by the Head Coach AND Director of Athletics.

This position reports directly to the Head Coach of the Program and Director of Athletics and is subject to the terms and conditions of the PCS Employment Contract in addition to the responsibilities stated above.

Critical Performance Competencies:

- Flexible and adaptable in dealing with new, different or changing requirements
- Strong leadership, relationship-building, and mentoring skills
- Effective in handling multiple concurrent tasks
- Proficient in industry standard technology programming and willingness to adapt and learn as our school grows and improves
- Excellent oral and written communication skills
- Ability to communicate effectively with students, families, colleagues, and administration
- Adherence to Biblical standards in all areas of conduct, living a life unto the glory of God both at work and away from work
- Ability to physically perform tasks as required
- Attention to accuracy, confidentiality, details, and deadlines –Ability to work collaboratively with individuals and groups
- Ability to attend events on the weekend and evenings as needed
- Hold self and others accountable to accomplish results

Qualifications:

- Training, experience, and/or coaching in the sport of this program is required

Interested parties should send in a PDF of their resume and PDF of their cover letter to Human Resources (HumanResources@pcsk12.org).