

Certified  
 Non-Certified

## VACANCY NOTICE

POSITION CONTROL NUMBER: 10650

Central School or Department		Asst. 10 <sup>th</sup> Boys Basketball Assignment Open		10/5/2009 Date
Start Time	End Time	Number of Hours/Day	Classification	Soph Grade Level
12/16/2009 New Assignment Date		<input checked="" type="checkbox"/> New Position <input type="checkbox"/> Transfer   Replacement for: <u>Adam Kolman</u> Reason for New Assignment: <u>Resignation</u>		

**Duties & Responsibilities:** (Essential Functions of Position, Major Responsibilities, Summary of Key Duties, Special Assignments, Relationships)

1. Has a thorough knowledge of all the athletic policy approved by the Davenport Board of Education.
2. Promote the entire athletic program and adhere to the philosophies and policies of Davenport Central High School.
3. Provides and organizes adequate supervision before, during and after practices/games for all students.
4. Monitors, coordinate, and enforce district academic standards and policies.
5. Coordinates the use and care of equipment and facilities/assist and organize transportation.
6. Will select, train and supervise the sophomore basketball squad.
7. Must work to form a positive professional relationship with players, coaches, parents and fans.
8. Must possess an enthusiastic attitude and ability to understand high school age boys in an athletic setting.
9. Must be willing to train and supervise athletes in conditioning and weight training using the Central BFS program all year long.
10. Will participate in Blue Devil Camps/Clinics/Open gyms.
11. Will participate in developing feeder programs – grades 5-8.
12. Maintains and report the season record and statistics before, during and throughout the season.
13. Maintains/emphasizes discipline and demands disciplined behavior from ALL that are involved in the program.
14. Willingness to perform additional duties as requested by head coach or Davenport Central administration, be able to lift 50 lbs., and be on feet for extended periods of time.

**Physical Requirements of Position:** (HBV  Yes  No)

**Special Qualification Desired:** (Personal Qualities, Education, Skills Needed, Experience, Etc.)

- Must possess a valid Iowa coaching endorsement 55, 101, or coaching authorization
- Previous basketball experience is important and successful coaching experience is preferred
- Must be available for evenings and weekends as necessary
- Should possess knowledge of the BFS Weight Training Program or have a willingness to learn
- Preferably teach or work at Central HS
- Must provide a letter of application, brief resume and three references with two being from superiors to Chris Cartee, Athletic Director, Davenport Central High School, 1120 Main Street, Davenport, Iowa, 52803, carteec@davenportschools.org
- Such alternatives to the above qualifications as the administration may find appropriate and acceptable

Signature: Chris Cartee

Date: 10/5/2009

Administrator to Whom Employee is Directly Responsible

Signature: [Handwritten Signature]

Department Administrator / Human Resource Signature

Date: 10/7/09

Final Date for Internal Application:

10-20-09 @ 4pm

For Personnel Office Use:

Date Form Received	Person Filling Position	From	Date Filled
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