

**POSITION CONTROL NUMBER: 071380**

North High School School or Department		Head Freshman Wrestling Assignment Open		9/3/2009 Date
Start Time	End Time	Number of Hours/Day	Classification	9-12 Grade Level
11/16/2009 New Assignment Date		<input type="checkbox"/> New Position <input checked="" type="checkbox"/> Transfer   Replacement for: <u>Jeremy Bruce</u> <b>Reason for New Assignment: Moved to Sophomore Wrestling</b>		

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

1. Must have a thorough knowlegde of the athletic policy approved by the Davenport Board of Education.
2. Must work to form positive professional relationships with players, coaches, parents and building staff.
3. Must possess a positive attitude and enthusiasm for teaching high school student-athletes.
4. Must have thorough knowledge of the sport of wrestling, including fundamental skills, meet management, and practice/meet organization.
5. Must maintain/emphasize discipline and demand appropriate behavior from ALL that are involved in the program.
6. Must assist in the coordination and development of an active feeder program.
7. Must promote the entire athletic program and adhere to the philosophies and policies of North High School.
8. Must be an active participant in a unified BFS/Speed & Agility program in the coordination with the overall athletic department.
9. Must monitor, coordinate and enforce district academic standards and policies.
10. Must maintain equipment, including distribution, collection, and inventory.
11. Must understand the proper administrative line of command and refer all requests and grievances through proper channels.
12. Must provide adequate supervision before, during and after practices/games.
13. Responsible for maintaing records in adherence to North High School and DCSD policy.
14. Must be willing to attend camps and clinics to expand coaching knowledge.
15. Must assist members, school and collegiate coaches in the recruiting process.
16. Assist in promoting the wrestling program and other athletic programs at Davenport North High School.
- 17 Other duties assigned by the administration and Head Coach.

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

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

Signature: Dave Shovlain *Bruce W. Dett* 10/23/09      Date: 10/12/2009  
 Administrator to Whom Employee is Directly Responsible

Signature: Jenni Weiser      Date: 10-26-09  
 Department Administrator / Human Resource Signature

**Final Date for Internal Application:**  
11/3/09 4pm

For Personnel Office Use:

Date Form Received	Person Filling Position	From	Date Filled
--------------------	-------------------------	------	-------------