

# Soccer Shots Coach Job Description



## Summary

As the “face” of Soccer Shots, our success as nationally recognized and locally respected brand is dependent on the exemplary performance of our coaches. It is a coach’s responsibility to manage and direct all duties related to the operation of a Soccer Shots session, including, but not limited to the following tasks.

**Essential Duties and Responsibilities** include the following; other duties as assigned.

### Preparation:

1. Attends required coaches meetings.
2. Knows lesson plan in curriculum prior to session.
3. Maintains equipment in proper condition.
4. Dresses in approved Soccer Shots uniform.
5. Arrives early for each session to be fully prepared before a session begins.
6. Brings attendance sheet to every session.
7. Organizes children into approved-sized groups and does not miss any registrants.

### Coaching:

1. Ensures the safety and well-being of every child, first and foremost.
2. Retrieves and returns children (per site process) for each session. No child is ever left alone.
3. Follows proper on site protocol for each location, as provided by supervisor and/or site director.
4. Conducts high-energy, fun, organized, 30-minute sessions
5. Follows the proper weekly Soccer Shots lesson plan.

### Communication/Administration:

1. Communicates in a timely fashion with supervisor about any changes, challenges, or important information.
2. Records attendance online upon completion of coaching.
3. Submits timesheet per payroll policy.
4. Returns equipment and leftover supplies to supervisor upon completion of each season.

### Coaching Values and Behaviors

As a Soccer Shots coach, you have the unique opportunity to positively influence the lives of children. These young boys and girls are highly impressionable, and you have a responsibility to caringly and effectively guide them through our program. Their experience is very much dependent on your willingness and ability to embody the five important values that define “The Soccer Shots Way.” In order to be a Soccer Shots Coach you must exemplify the following values:

### S.C.O.R.E.

**Safety-conscious.** The #1 priority is the safety of each child in your care. You must consciously plan to limit/eliminate and be on constant watch for potential physical risks.

Examples:

- When walking children to and from the field, lead the group while never turning your back on them.
- Pick up rocks and sticks from your field before the session starts.
- Remind children not to push each other.

**Caring.** Regularly encourage each child through specific, positive affirmation. Take time to instruct individuals if they are not “getting it.” Through your gestures, facial expressions, words, and actions demonstrate that you care about the well being of every boy and girl.

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- Address and encourage each child by name.
- Get down at their level to speak with them eye-to-eye.
- Gently and persistently encourage participation and effort.
- Give lots of high fives!

**Organized. Plan ahead of time and be systematic in your routine. Conduct each session according to the lesson plan and work with children to maintain appropriate order for their age.**

Examples:

- Allow time before your session to sufficiently comprehend your lesson plan in order to execute it well.
- Lay out your field, goals, and equipment ahead of time and in an efficient manner.
- Kindly keep your group on task.
- Fill out the online attendance sheet in a timely fashion.

**Responsible. Commit to doing what is expected of you as a coach and the “face” of Soccer Shots.**

Examples:

- Communicate in a timely manner with your supervisor. Respond to texts and phone calls within 2 hours of receiving them.
- Give payment and paper registrations to supervisor as instructed.
- Always arrive on time (15-25 minutes early) to your session.
- Follow protocol for session cancellations or postponements due to weather.
- Speak regularly with childcare center directors and/or parents checking in on their perspective of the program and their children’s involvement.

**Energetic. Create a fun and exciting atmosphere that causes children to smile and participate. Children feed off of your energy level. Your enthusiasm and engagement brings Soccer Shots to life!**

Examples:

- Be silly and creative in an age appropriate way.
- Tap into the imagination of children by actively and enthusiastically describing soccer and the fun game of the day.
- Participate in the activities yourself.
- Lead children to cheer for their teammates when scoring goals.

**Physical/work Environment Requirements:** This position functions in an inside/outside sports environment a majority of the time. Work requires ability to run, stop, stoop, bend (a physical, exercise type regimen) in a minimum of 40-minute increments per session. The position requires use of hands, arms, legs and feet and may include lifting up to 50 pounds on occasion. Moderate gymnasium-like noises are associated with this position as well as excellent vision skills (with or without correction.)