

## ATHLETICS ASSISTANT

### DEFINITION

Assists in the physical conditioning and instruction of athletes.

### TYPICAL DUTIES

Assists a coach during a seasonal sports period by performing the following duties:

- Coaching small groups and individuals in sport fundamentals
- Officiating during practice sessions between individuals or squads
- Demonstrating and leading warm-up exercises
- Demonstrating appropriate safety procedures
- Applying basic first-aid practices
- Encouraging students to develop sportsmanship and improve attitudes
- Accompanying students to and from athletic events
- Checking equipment in and out and performing minor equipment repair
- Laying out fields or courts when necessary
- Scheduling and making arrangements for sport contests

Performs related duties as assigned.

### DISTINGUISHING CHARACTERISTICS AMONG RELATED CLASSES

An Athletics Assistant assists a coach in a seasonal sport's activity in the conditioning of athletes and coaching in the sport's fundamentals. An Athletics Assistant usually is employed less than 80 hours a pay period and may not be employed more than 799 hours a year.

A Program Support Worker, Out-of-School performs routine duties that do not meet the concept of any other classification to assist personnel involved in Youth Services recreational activities.

A Out-of-School Program Worker assists a Out-of-School Program Supervisor or Senior Out-of-School Program Supervisor in conducting recreation activities on a school playground.

### SUPERVISION

General supervision is received from a certificated employee who is responsible for a specific athletic program. No supervision is exercised.

### CLASS QUALIFICATIONS

#### Knowledge of:

- Training and physical development activities of the sport for which employed
- Rules of the specialized sport and interscholastic athletics
- Preventive safety rules and applicable techniques
- Safety standards for the use of athletic equipment
- Routine maintenance of sports equipment and supplies
- Standard first-aid techniques

Ability to:

- Understand and follow directions
- Lead and coach in a sport's activities
- Use good judgment in problem situations
- Recognize growth and development problems of individual students
- Counsel students in sportsmanship
- Speak clearly and loudly enough to be heard by groups and at a distance

ENTRANCE QUALIFICATIONS

Experience:

Recent demonstrated experience as a player, team manager, trainer, coaching assistant, or coach in the sport for which employment is desired.

Special:

- A valid Red Cross First-Aid Certificate.
- A valid driver's license to legally operate a motor vehicle in the State of California and the use of a motor vehicle, or the ability to utilize an alternative method of transportation may be required for some positions.
- Some positions may require variable working hours.
- An appointee must be at least 21 years of age at the time of appointment.

This class description is not a complete statement of essential functions, responsibilities, or requirements. Requirements are representative of the minimum level of knowledge, skill, and/or abilities. Management retains the discretion to add or change typical duties of a position at any time.

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