

JOB TITLE
QUICK RECALL COACH

DIVISION
DISTRICTWIDE INSTRUCTIONAL
PROGRAMS

REPORTS TO
PRINCIPAL

SALARY SCHEDULE & GRADE
EXTRA SERVICE PAY SCHEDULE

LENGTH OF WORK YEAR

DATE
JUNE 27, 2011

SCOPE OF RESPONSIBILITIES

Serves as coach of quick recall team of a school, stimulating interest and participation on academic teams; provides as many opportunities as possible for students to become involved in quick recall competition, whether that be in intramural, league, district, regional, state, or national competition. Works with academic coordinator to integrate quick recall competition into total academic competition program.

PERFORMANCE RESPONSIBILITIES

1. Coaches students for participation in quick recall competition.
2. Teaches students research methods and competition techniques.
3. Holds regular practices for team members.
4. Acts as an official as required for contests and tournaments and attends training to qualify as said official.
5. Accompanies team to league competitions and tournaments.
6. Suggests and/or approves material for training.
7. Arranges for student participation in worthwhile programs and contests.
8. Duties may include performance of health services, for which training will be provided.
9. Performs other duties as assigned by the Principal.

PHYSICAL DEMANDS

The work is performed while standing or walking. It requires the ability to communicate effectively using speech, vision and hearing. The work requires the use of hands for simple grasping and fine manipulations. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push or pull light weights.

MINIMUM QUALIFICATIONS

1. 64 hours of college credit

DESIRABLE QUALIFICATIONS

1. Ability to motivate student participation
2. Ability to work with teachers of different disciplines when necessary

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