



## Coach Job Description

**A Coach will Facilitate the GRFT Season, leading the girls in weekly lessons, as well as weekly stretches, running, strength training, and physical games. This includes communicating with volunteers and parents, and completing and/or delegating administrative duties.**

### I. Time Requirements:

- A. Weekly Practices – including, coming 30 min prior to start time, 1 hour of practice, and staying until all girls are with a parent or parent assigned responsible adult. (Approximately 2 hours)
- B. Once a season Coaches meetings-(2 Seasons per year=2 meetings a year)
- C. End of Season 5K and awards ceremony participation and organization of team
  1. Assisting with packet pick up and prep
  2. Organizing girls into race day groups (2:1, or 3:1)

### II. Duties:

- A. Facilitate Weekly Practices in the scheduled time frame (ensuring you have proper curriculum and supplies available)
  1. Roll Call
  2. Stretching
  3. Lesson
  4. Warm ups
  5. Strength Training/or endurance
  6. Games/relays/obstacle course
  7. Handout weekly newsletter and tokens
- B. Ensure completion and/or delegate administrative tasks
  1. Collecting necessary forms
  2. Turning in numbers, names, and sizes for ordering purposes
    - a. T shirts
    - b. Tokens
    - c. Trophies
  3. 5K duties and awards ceremony planning
- C. Care and equip Volunteers
  1. Make sure all volunteers have required training and background checks completed.
  2. Pray for them
  3. Encourage them to take on a roll that suits their strengths (coach, assistant coach, snack mom, ect)
  4. Do what it takes to make sure your volunteers feel connected (emails, notes, encouraging feedback, listening)
- D. Handle all Emergencies
  1. Be point person for any major emergency
  2. Appoint volunteer for minor injuries

**\* A Coach will always have an Apprentice or Assistant Coach**