LYNN PUBLIC SCHOOLS
ADMINISTRATIVE OFFICES
100 BENNETT STREET
LYNN, MA 01905

FEBRUARY 24, 2020

TO: ALL INTERESTED APPLICANTS
RE: VOLLEYBALL COACH- LVTI

QUALIFICATIONS:

1. Valid Massachusetts Teacher Certification preferred.
2. Successful completion of CORI application and Fingerprinting.
3. A minimum of three years successful experience as a head coach of volleyball at a college or high school, or at least 5 years of successful experience as an assistant volleyball coach at a college or high school.
4. Successful completion of the MIAA coach’s course.
5. Evidence of having participated in a volleyball program in high school, college or any other higher level of education.
6. CPR and Safety Certification preferred.
7. Knowledge of care, use and selection of equipment.

REPORTS TO: Principal/Athletic Director

All candidates are responsible for proof that they meet the above qualifications, which must be included with their letter of application.

DUTIES & RESPONSIBILITIES:

1. Monitor academic climate of all players, check grades and credits regarding eligibility and quarterly progress during the school year with progress reports. Maintain discipline among teammates.
2. Adhere to the code of conduct for coaches established by the Lynn School Committee.
3. Responsible for submitting practices schedules, such as times and objectives, prior to start of season.
4. Responsible for collecting physical forms and permission slips prior to try outs.
5. Responsible for submitting practice schedules, such as time and objectives, prior to start of season.
6. Attend clinics, conference and other meetings on a state and league level. Participate in the Northeast Conference. Stay informed about changes in rules and regulations in MIAA and NEC.
7. Complete periodic inventory of all usable equipment.
8. Administer injury claim forms and follow-up on progress of all injured athletes and inform athletic director of any and all injuries.
9. Responsible for school facilities during practice time. Check all areas after everyone else has left the premises. You should be the last one to leave after all school related functions, home or away.
10. Practice time to be determined and monitored by the athletic director. This also includes any competitions.
11. Any other duties or responsibilities as deemed necessary by the athletic director including all purchases prior to, during and at the end of the season.

Patrick A. Tutwiler, PhD
Superintendent of Schools

PHD/crf
APPLICATION PROCEDURES:

Please direct a letter of application, including a statement granting permission for community staff review of credentials, a current resume, three letters of reference and documentation of education (transcripts) and experience to: Barbara C. Rafuse, Director of Human Resources, Lynn Public Schools, 100 Bennett Street, Lynn, MA 01905

THE CLOSING DATE FOR APPLICATIONS IS NOON, TUESDAY, MARCH 24, 2020

LATE APPLICATIONS WILL NOT BE ACCEPTED. Under no circumstances is it appropriate for a candidate to communicate in any form with a member of the School Committee concerning his/her candidacy at any time before final action is taken by the Committee relative to the vacancy to be filled.

NON-DISCRIMINATION POLICY

It is the policy of the Lynn Public Schools not to discriminate on the basis of race, color, national origin, age, sex, gender identity, religion, sexual orientation, home status or disability in admission to, access to, treatment in, or employment in its programs and activities in compliance with Title VI and VII of Civil Rights Act of 1964, Title IX of the 1972 Education Amendments to the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act, the Americans with Disabilities Act, and M.G.L., Ch. 76. Sec. 5, M.G.L., Ch. 151B, and M.G.L., Ch. 151C.

The Lynn School Department accepts all state and federal laws regarding the possession and/or use of illegal drugs as binding on its employees and, therefore, all employees are prohibited from possessing, using, or distributing illicit drugs or alcohol on premises or at any school-sponsored activity.

eoe/ada/m/f/vets/Title IX