

Forest Hills School District

Vacancies

March 6, 2019

Extra-curricular/Co-curricular Staff:

- Weight Training Coach (Temporary Spring 2019) – Job description attached.
Application deadline: March 20, 2019

Submit a General Application Form (available at Forest Hills District Office or at www.fhrangers.org), along with resume, current Act 34, 151, 114 and 168 clearances.

All applications should be submitted to:

Dr. David Lehman, Superintendent
Forest Hills School District
PO Box 158
Sidman PA 15955

Weight Room Advisor – School Year and Summer

OVERVIEW: The main goal is to help participating students achieve a high level of skill, an appreciation for the values of discipline and sportsmanship, and an increased level of self-esteem.

ORGANIZATIONAL RELATIONSHIPS:

This position reports directly to the Athletic Director and/or appropriate building principal/assistant principal

JOB QUALIFICATIONS:

- 1 All required state and federal clearances
- 2 Demonstrate interest in and aptitude for performing the duties of the position
- 3 Ability to meet staff, students, and the public in a pleasant, composed, and cordial manner

PERFORMANCE RESPONSIBILITIES: *(other duties may be assigned)*

- 1 Be in regular attendance and present during all practices and competitions
- 2 Coach or advise participants in the skills necessary for excellent achievement in the activity involved
- 3 Recommend the purchase of equipment and supplies, as appropriate
- 4 Maintain necessary attendance forms, insurance records, student accident reports, and similar paperwork and inventories
- 5 Supervision
 - Weight Room must be properly supervised at all times
 - All trainers should be properly instructed as to machine and free-weight use
 - Weight Room management must include proper behavior expectations for all trainers
 - The Weight Room advisor is responsible for co-ordination of usage by all students and sports teams
- 6 Weight Room Design

Room design should reflect efficient and safe use of all equipment

 - Walkways must be clear at all times
 - Weight must be kept off the floors at all time (use the racks)
 - Bars and accessories must be returned to the proper locations after use
 - Dumb bells must be returned to the proper location on the dumb bell racks
 - NO EQUIPMENT IS TO BE REMOVED FROM THE WEIGHT ROOM AT ANY TIME
- 7 Maintenance
 - Check belts, bolts and screws for any sign of wear
 - Replace and tighten the above as needed
 - Lubricate machines on a regular basis

Daily

 - Vacuum floor
 - Disinfect all surfaces

Weekly

 - Wet mop floor
 - Remove marks from walls
 - Clean mirrors
 - Dust equipment
- 8 Oversee the safety conditions of the facility or area in which assigned activity is conducted at all times when students are present, and reports such conditions to the athletic director or building principals
- 9 Enforce discipline and sportsmanlike behavior at all times, and establish and oversee penalties for breach of such standards by individual students in coordination with the principal. Flagrant misconduct incidents will be reported as discipline referrals to the appropriate principal/athletic director