Job Posting
2027/2028 School Year

Volleyball Coach Assistant - Girls
2 Positions Available
Lebanon Junior High School

1) Go to the Lebanon City Schools Website:

   www.lebanonschools.org

- From the Home Page, Click on **Employment**
- Then **Available Positions (left side under Human Resources)**
- This will take you to The Greater Cincinnati School Application Consortium
- Then **All Vacancies**
- You will see a list of available positions, click on the red Apply Button next to the position you're interested in applying for and complete the online application.

- Internal Applicants (Lebanon City School Employees) please click on the link in the job posting email to apply.

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11/10/2026

SUPPLEMENTAL JOB DESCRIPTION

Job Title: Junior High Assistant Coach

Type of Position: Supplemental

Purpose: The assistant coach, when possible, shall be a certified school employee who will adhere to Board of Education policies. The assistant will assist the head coach in the junior high program for student athletes that are interested. The assistant coach will provide experiences, instruction and development for student athletes within the program.

Compensation: Level and Step assigned per LEA Negotiated Agreement

Job Responsibilities:

- Assists the head coach with instruction and implementation of rules, regulations, techniques, skills, safety protocols
- Assist in holding tryouts and selecting participants.
- Organizes and directs individual and small group practice activities/exercises as directed by the head coach
- Assist with uniform and equipment distribution and management
- When necessary manages and coaches a team of their own
- Communicate effectively and efficiently with head coach, principal/assistant principal, staff, athletes, parents, guardians and patrons information including logistics, schedules, changes, expectations, concerns, etc
- Assesses player's skills, monitors players during competition and practice
- Follows established procedures in the event of an athlete's injury
- Models appropriate behavior and maintains appropriate conduct towards players, officials, and spectators and follows the program's code of conduct, as well as making sure the student athletes adhere to the code of conduct
- Collaborates with the coaching staff with submitting a list of award winners at the end of the season
- Participates in special activities to include parent's night, banquets, award nights, and pep assemblies
- Performs support tasks such as distributing and maintaining eligibility forms, emergency data cards, and other related records
- Examines the locker rooms before and after practices and games, checking on general cleanliness of the facilities
- Complete required district annual training as assigned, prior to

	the beginning of the season ● Provide direct supervision of team members ● Provides leadership for all aspects of the program to ensure a competitive and successful program ● Ensure the safety of students and staff. ● Carry out and enforce Board Policy. ● Serve as a role model for students.
Other Duties and Responsibilities	● Perform other duties as assigned by the Athletic Director, Principal, Superintendent or designee
Qualifications	● High School Diploma or Appropriate Degree ● Appropriate State of Ohio certification/license/Permit (if required) ● Acceptable BCII report and FBI report ● Alternative to the above qualifications as the Superintendent or Board of Education may find appropriate
Required Knowledge, Skills, and Abilities:	● Knowledge of social, emotional, and academic research in regards to student wellness ● Knowledge of sport, activity, or department ● Content/Sport/Activity knowledge ● Ability to work with groups of students ● Ability to work with unruly or angry students and adults ● Ability to work effectively with others ● Ability to work effectively independently ● Ability to communicate ideas clearly and effectively both orally and in writing ● Ability to generate correspondence independently ● Effective, active listening skills ● Organizational and problem solving skills ● Ability to communicate with all types of people ● Ability to be flexible and adaptable to changing situations
Equipment Operated:	● Telephone ● Computer/printer ● Copy machine ● Audio Visual ● Video Equipment ● Equipment specific to sport or activity
Additional Working Conditions:	● Occasional exposure to blood, bodily fluids and tissue ● Occasional interaction among unruly children ● Occasional operation of a vehicle in inclement weather conditions, i.e., being prepared to come to work on all work days except calamity days ● Occasionally lift, carry, push, and pull various items up to a

maximum of 40 pounds and 100 pounds on wheels
- Frequent repetitive hand motion, e.g., computer keyboard, typing, calculator, writing
- Regular requirement to sit, stand, walk, talk, hear, see, read, speak, reach, stretch with hands and arms, crouch, climb, kneel, and stoop
- Occasional evening, weekend and summer work

This job description is subject to change and in no manner states or implies that these are the only duties and responsibilities to be performed by the incumbent. The incumbent will be required to follow the instructions and perform the duties required by the incumbent's supervisor, appointing authority.