

# *Richmond Community Schools*

## *Job Description*

**POSITION:**                **Head Basketball Coach**

**REPORTS TO:**        **Athletic Director**

**SUMMARY:**

Extra-Curricular Position

Salary Based on the Richmond Community Schools Master Contract - Extra Duty Salary

The Varsity Basketball Coach is responsible for leading and managing the high school boys' basketball program at Richmond Community Schools. This includes overseeing all aspects of the team—such as player development, game preparation, and team strategy—while promoting academic success, sportsmanship, and character development. The coach will work closely with the Athletic Director to ensure compliance with IHSA regulations, district policies, and program goals.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- **Program Leadership**
  - Plan, organize, and conduct all practices, games, and team events per the Athletic Department's facility assignments.
  - Develop and implement offensive and defensive strategies that align with program goals.
  - Foster a positive, competitive, and inclusive team culture.
  - Plan, coordinate, and oversee team fundraising activities in compliance with RCS board policies and procedures. Ensure that all donations, sponsorships, and financial contributions are properly documented and approved through district guidelines.
- **Player Development**
  - Teach fundamental and advanced basketball skills, teamwork, and sportsmanship.
  - Monitor student-athletes' academic progress and support their success both on and off the court.
  - Develop and manage off-season conditioning and training programs.
  - Build and maintain strong relationships with feeder programs, including middle school teams and youth leagues.
  - Provide guidance and support to youth coaches to ensure alignment with the high school basketball philosophy and long-term program development.

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July 2025

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- **Staff & Team Management**

- Supervise and mentor assistant coaches, JV, and freshman teams to ensure program alignment.
- Collaborate with the athletic department to coordinate facilities, equipment, and game logistics.

- **Community & Parent Relations**

- Communicate effectively with players, parents, and school staff through an RCS-approved platform.
- Represent Richmond High School and RCS in a positive manner within the community.
- Organize team meetings, parent meetings, and community outreach events as needed.

- **Compliance & Safety**

- Adhere to all IHSA, district, and school rules and guidelines.
- Ensure proper care and maintenance of equipment and uniforms.
- Promote player health and safety through proper training, conditioning, and injury management protocols.

### **QUALIFICATION REQUIREMENTS:**

#### **Required:**

- Previous successful coaching experience, preferably at the varsity or collegiate level.
- Strong knowledge of basketball fundamentals, strategies, and game rules.
- Ability to motivate, mentor, and develop student-athletes both on and off the court.
- Excellent communication, leadership, and organizational skills.
- Must meet all RCS and IHSA coaching requirements, including CPR/AED certification, concussion training, and background checks.

#### **Preferred:**

- Experience building and maintaining a successful basketball program.
- Ability to collaborate with youth leagues, middle school programs, and feeder systems to support long-term player development.

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- Commitment to character building, academic success, and fostering a positive athletic culture.

### **Language Skills:**

Good oral and written Communication skills

### **Reasoning Ability:**

Must be able to problem solve

### **Mathematical Skills:**

Basic math, pre-algebra, and algebra are needed

### **Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing this job, the employee is frequently required to: sit, stand, lift, carry, push, pull, reach overhead, above the shoulders, and horizontally, bend at the waist, kneel, and crouch. Have good hearing and speaking to exchange information. Have good vision to be able to read a variety of materials. Good dexterity in fingers for keyboarding.

### **WORK ENVIRONMENT:**

- School building environment; may involve occasional travel for home visits or community outreach
- May require flexible hours, including some evenings
- Requires the ability to handle sensitive situations and maintain professional boundaries

***The information contained in this job description is for compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. The individuals currently holding this position perform additional duties, and additional duties may be assigned.***

***The employee shall remain free of any alcohol or nonprescribed controlled substance in the workplace throughout his//her employment in the Corporation.***

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