

## ORANGEBURG COUNTY CONSOLIDATED SCHOOL DISTRICT THREE

### JOB VACANCY

**Job Title:** Boys Varsity Basketball Coach

**Location:** Lake Marion High School and Technology Center

**Reports To:** Principal/Athletic Director

### JOB SUMMARY

**This position is responsible for coaching and providing direction to student athletes so that they might achieve a high level of skill as well as an appreciation for discipline, sportsmanship and teamwork in basketball.**

### ESSENTIAL DUTIES AND RESPONSIBILITIES

Employees in this position perform some or all of the following tasks. Other duties may be assigned.

1. Follows and maintain knowledge of all District policies and procedures.
2. Instructs and demonstrates skill sets and techniques necessary for individual and team achievement in basketball.
3. Plans and sets up activities, practices and games.
4. Develops appropriate training programs and practice schedules
5. Travels with student athletes on the team bus both to and from games.
6. Works with the Athletic Director in preparing practice and game schedules.
7. Maintains necessary records and completes required paperwork in a specified time and manner.
8. Ensures that proper form(s) (insurance, attendance, medical) are obtained and are current.
9. Ensures that all student athletes are eligible, insured, and are in good physical condition from the beginning to the end of the season.
10. Enforces discipline policies and emphasizes sportsmanship and healthy lifestyles.
11. Supervises students in locker rooms at home and away games.

12. Ensures that appropriate rules and regulations regarding the conduct and eligibility of athletic activities and athletes are explained and followed.
13. Completes District injury report for any student within 24- hour even if student athlete does not see physician.
14. Consults with Athletic Director regarding any off-season training programs.
15. Assign duties to all assistant coaches under his/her jurisdiction; including pre-season practice sessions.
16. Interacts thoughtfully and courteously with students, staff, parents, fellow coaches, and officials and resolves conflict in a professional manner.
17. Appropriately maintains and secures confidential records and inquiries.
18. Attends work regularly and is punctual.

#### **MINIMUM REQUIREMENTS**

1. Bachelor's degree
2. Valid South Carolina certification as a teacher or eligible for certification in South Carolina

#### **PREFERENCES**

1. Valid South Carolina Certification in math, special education, elementary education, early childhood education, or middle school education, English, business education, or media specialist.
2. At least five years of coaching experience.

**All correspondence and inquiries regarding this position are to be directed to:**

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Human Resources Director  
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