



## Job Description

**Job Title:** JV/Varsity Girls Volleyball - Head Coach

**Reports to:** Athletic Director

**Department:** Athletics

**Position Type:** Part-Time

**Work Hours:** Varies

### **About Brighter Horizons Academy:**

Brighter Horizons Academy is a private high school dedicated to developing students into problem solvers, critical thinkers, effective communicators, technology users, and contributing members of a global society.

### **Job Overview:**

The Varsity Girls Head Volleyball Coach oversees the Volleyball program, including recruiting, scheduling, training, and coaching. Compliance with TAPPS and school rules is required.

### **Responsibilities and Duties:**

- Manage and supervise athletic activities, contests, and practices to promote skill development, teamwork, discipline, respect, and sportsmanship.
- Coordinate recruitment and promotion of the Volleyball program, holding meetings for team prospects, and encouraging participation.
- Collaborate with school staff to ensure the educational development of student-athletes, using various instructional techniques.
- Develop and organize practice schedules, establish performance criteria, evaluate students' abilities, and determine game strategy.
- Monitor and enforce eligibility criteria, apply discipline, and encourage sportsmanlike conduct.
- Maintain and secure equipment and uniforms, ensuring compliance with PIAA/WPIAL regulations (transfer forms, eligibility, grade reports, etc).
- Advise students on NCAA regulations and assist with college recruitment.
- Assist with scheduling games and coordinating arrangements and participate in special activities and conferences with parents.
- Follow procedures for athlete injuries and represent Brighter Horizons Academy professionally.
- Maintain nondiscriminatory practices and attend professional development activities.

### **Minimum Qualifications (Knowledge, Skills, and/or Abilities Required):**

- 1-3 years of high school Volleyball coaching experience (head coaching preferred).
- Knowledge of Volleyball rules, strategies, and techniques, along with the ability to establish effective relationships with school administrators, governing organizations, opponents, staff, parents, and students.

**Additional Knowledge/Skills/Attributes:**

## Knowledge:

- Knowledge of Volleyball, including NFHS and TAPPS rules, and the ability to instruct and supervise student-athletes.
- Skills in effective communication, organization, and interpersonal relations, with the ability to teach and relate to students on and off the field.
- Attributes of high accountability, calm professionalism, motivational intensity, and progressive thinking with a focus on planning and preparation.

Supervision Exercised: Assistant Coaches, Volleyball Staff

Supervision Received: Principal / Athletic Director

This job description does not imply these are the only duties to be performed. Brighter Horizons Academy reserves the right to update or change this job description at any time.

Interested candidates should submit a resume, cover letter, and list of references to the Athletic Director at [athletics@bhaprep.org](mailto:athletics@bhaprep.org).