



Head Coach (2026-2027 School Year)

Essential Duties and Responsibilities:

1. Knowledge of the sport coaching, understanding the requirements of the league Nespelem competes in for your sport, comprehension of the obligations set by Washington Interscholastic Activities Association (WIAA), and is responsible for the implementation by the entire staff of the sports program.
2. Knowledge of existing system, state, and league regulations; implements and interprets, if times permits and circumstances allow, for staff and inquiring individuals. Coach's discretion will determine this interaction. If the coach needs someone present during this contact, it will be arranged.
3. Understands the proper administrative chain of command and refers all students and parent requests or grievances through proper channels. Is aware of all public/staff/departmental meetings that require attendance.
4. Maintains discipline within your sport.
5. Upholds proper guidance and character during practices and competitions at home, as well as opponent's venue.
6. Increase morale and cooperation within the school sports program and school community.
7. Responsible for notifying players and contacting parents if practices and games have been postponed, rescheduled, or canceled.
8. Completes required courses by Washington Interscholastic Activities Association (WIAA). These modules can be fulfilled through my247ed.com and/or NFHSLearn provided by your Final Forms account. Failure to complete required courses by the first practice of the season will result in the coach ineligible to conduct practice; therefore, the start of the season will be delayed.
9. No instruction of any kind pertaining to this sport shall be performed/accomplished during the *Out-of-Season* period. *Out-of-Season* constitutes the conclusion of the final varsity basketball competition within District 6 to the final sports contest within District 6 in the spring.
10. Supervising players and assistant coaches from the start of each practice to the end of practice is mandatory.
11. Responsible for obtaining a signature from a parent or designated guardian/person if a player from the team is wanting to travel separate from the team after all competitions.
12. Med Kits are mandatory. These must be signed out from the nurse's office and returned to the nurse. If a schedule game is on a non-school day, the coach must acquire the med kit the day before and return the med kit the next school day.
13. Our head coach needs to visit the athletic director for the medical release forms before the start of the season.
14. Radios are required to have with you at all times. This is part of the Emergency Action Plan established at the Nespelem School District. **Tribal Police Department: (509)634-2472; Emergency Medical Services: (509)634-2440.**
15. The roster must be submitted to the superintendent, principal, assistant principal, nurse, kitchen, head transportation director, and athletic director by the start of the first practice. Updated rosters need to be submitted throughout the season if team roster changes.
16. Coaches are responsible for distributing and collecting jerseys, uniforms, gear, and equipment. If a player does not return her or his jersey, uniform, gear, and/or equipment at the conclusion of the teams season, a written notification will be sent to the player informing she or he will be financially responsible for any missing jersey, uniform, gear, or equipment. Transcripts will also be held from the student who has not returned property belonging to the Nespelem School District.

Administrative Duties:

1. Oversees schedule for sport events and practices and adheres to scheduled facility times. Coordinates program with maintenance and school employees.
2. At the request of the superintendent, principal, assistant principal, nurse, and athletic director, provide documentation needed to fulfill state, Washington Interscholastic Activities Association (WIAA), school district requirements, physical examination forms, parental consent, academic standing, and eligibility.
3. Provides proper safeguards for maintenance and protection of assigned equipment and gear.
4. The return of all jerseys, uniforms, gear, and equipment will be the responsibility of the head coach at the conclusion of the boys' varsity basketball season. The head coach is responsible for distributing, collection, and inventory of articles given to students to play the sport. Coaches will report any missing Nespelem jerseys, uniforms, gear, and equipment to the superintendent, principal, and athletic director. Coaches will be subject to reporting missing items to the Nespelem School Board, and may be fiscally responsible for any missing or damaged items belonging to Nespelem School District.

Student Responsibilities:

1. Provides training, rules and other sport specific regulations to each student athlete.
2. Supervises practices, games, and team trips. This includes the conduct of Nespelem student-athletes at opponent's venue(s), rest areas, convenient stores, fast-food restaurants and dine-in restaurants. Takes all necessary measures to safeguard each Nespelem student-athlete.
3. Directs student managers and statisticians. This would include prepping the court for practice and
4. Implements school conduct code. Delineates due process when the enforcement of discipline is necessary. Contacts parents when a student is alleged to have violated the athletic code.

Equipment and Facilities:

1. Accountable for all equipment. Arranges for issuing, marking, and storing of equipment and submits an annual inventory and current records of jerseys uniforms, gear, and equipment. Responsible for cleanliness and maintenance of specific sport equipment and gear.
2. Recommends budgetary items for next year in his/her area of the program.
3. Monitors weight room, gym, outdoor amenities, classrooms, and coaches' offices. When visiting opponents venue, convenient stores, rest areas, fast food, and dine-in restaurants, the head coach is responsible for the conduct of her/his players. The head coach authorizes who may enter and participate.
4. Permits the athletes to only be in authorized areas of the building at the appropriate times.
5. Examines locker rooms before and after practices and games, checking on general cleanliness of the facility.
6. Depending on the sport coaching, the coach(s) is responsible for leaving the gym or field neat. This includes maintaining the neatness of the facilities at an opponent's venue.
7. Secures all doors, lights, windows, and locks before leaving building if custodians are not on duty.
8. Instills in each player a respect for equipment and school property, its care and proper use.

Print Name

Signature

Date



Head Coach (2025-2026 School Year)

Nespelem, WA 99155, (509) 634-4541, Athletic Director: Ron Frescas, rfrescas@nsdeagles.org, PO Box 291, Nespelem, WA 99155. This organization complies with the Americans with Disabilities Act. Persons who may need some accommodation in the hiring process should contact the Human Resources Office. Nespelem School District is a drug and tobacco free workplace. This organization requires a successful applicant to provide employment eligibility and verification of legal right to work in the United States in compliance with the Immigration Reform and Control Act.

**Other Duties as Assigned*