

PARSIPPANY-TROY HILLS TOWNSHIP SCHOOLS

JOB DESCRIPTION

- TITLE:** VOLUNTEER - ATHLETIC/CO-CURRICULAR AIDE
- QUALIFICATIONS:** High school diploma
Successful experience working with children
Knowledge of appropriate coaching/moderating practices
Good oral and written communication skills
Demonstrated expertise in athletics, drama, music, or dance, as appropriate
Required criminal history background check and proof of US citizenship or legal resident alien status
Written Recommendation(s)
- REPORTS TO:** Coach, Director or Moderator/Building Administrator
- SUPERVISES:** Assists in the supervision of team or club during meetings, practices, rehearsals, games and competitions, under the direction of a certified teacher or coach.
- JOB GOAL:** To promote the achievement of students' athletic/extra-curricular goals by providing volunteer support to the coach, director or moderator.

PERFORMANCE RESPONSIBILITIES:

1. Assists the coach/director/moderator in the delivery of an effective program.
2. Works with individual students or small groups of students to reinforce learning of techniques and skills introduced by the coach, director, or moderator
3. Operates and cares for equipment and materials used during practices, rehearsals, meetings, games and competitions.
4. Distributes and collects equipment and materials to be used during practice, rehearsals, games, and meetings.
5. Assists in the supervision of students during practices, rehearsals, meetings, games, and competitions.
6. Participates in inservice training as assigned.
7. Performs other related duties as assigned.
8. Displays and encourages enthusiasm.

ADOPTED: ADD - August 23, 2001

REVISED: 5/12/09

Legal references:

N.J.S.A. 18A: 6-7.1 Criminal history record

N.J.S.A. 18A:16-1 Officers and employees

N.J.S.A. 18A:16-2 Physical examination

N.J.A.C. 6:11-4.6 Paraprofessional approval

N.J.A.C. 6:29-7.4 Physical examination

Immigration Reform and Control Act of 1986, 8 U.S.C.A. 1100 et seq.

JD/Athletics