



Head Volleyball Coach (Middle School)

About TFS

Tallulah Falls School is an independent, coeducational college-preparatory boarding and day school nestled in the northeast Georgia mountains serving more than 500 students in grades four-12. Our students, faculty, staff, parents, and supporters form a close-knit school family where everyone feels a sense of belonging and purpose. We all work together as a team to accomplish a common mission.

Job Summary

Tallulah Falls School is seeking a Head Volleyball Coach at the Middle School with the expertise and passion to enhance a culture of GREAT character, highly competent skill execution and competitive performance leading to seasons of significance. The ideal candidate will be an esteemed and organized mentor who commands respect, confidentiality, sees the big picture and sets inspiring standards to further our desire to demonstrate the high ideals of education-based athletics as instrumental in school pride, student development and team success.

Responsibilities

- Conduct all practices with safety as the number one priority and continually reinforce appropriate sport safety concerns.
- Pass the updated NFHS Concussion Course yearly <http://nfhslearn.com> before school starts or prior to coaching athletes at any time during the school year.
- Pass the specific sport rules test before the season starts in addition to having an understanding of sudden cardiac and heat policies.
- Maintain a clean and safe practice and contest event area, to include storage areas.
- Explain to athletes any inherent risks associated with the sport and ensure proper supervision of athletes.
- Exemplify and actively structure, develop, and assess character.
- Speak, behave, and dress in a professional manner that is honorable to TFS.
- Understand and follow GIAA rules and regulations and TFS standards of excellence.
- Provide prospective athletes, parents/guardians information on team standards/values, expectations, try-out and practice policies, expenses, practice and game schedules, GREAT service projects, and other pertinent information.
- Provide information for the Tallulah Falls athletic website; schedules, scores, announcements, and other relevant information for the sport and in compliance with TFS

branding/templates. Keep record of/post all relevant individual and team statistics for the team.

- Create historical archive/folders of statistics, roster, awards, etc.
- Plan and organize inventory and care of all equipment used by the team (uniforms, warm-ups, and all items purchased by the school and issued to members).
- Present purchase orders to the Middle School Athletic Director for all purchase items needed prior to the purchase.
- Structure appropriate team bonding/gatherings/parties during and at the end of the season.
- Provide a revised/dated schedule (and any changes/revisions), to include class dismissal, leave, and approximate return times to the athletics schedule calendar (and any subsequent changes), AD, athletics calendar, Deans, and Residential Life staff.
- Lock appropriate doors when finished with practices or contests and will ensure all team members are picked up by the appropriate person.
- Perform appraisal of assistant coach(es) within two weeks after the season highlighting/detailing strengths and improvement goals.
- Perform other such duties that are consistent with the nature of the position and that may be requested by the Middle School Athletic Director.

Standard Physical Requirements:

- Must be able to sit and/or stand for an extended period of time.
- Must be able to bend, reach, lift and climb.
- Must be able to understand written and verbal instructions.
- Must be able to lift, carry, move and handle equipment, boxes weighing up to 50 pounds.
- Must be able to communicate and respond to questions from various levels both within and outside the organization.
- Must have manual dexterity sufficient to perform specified duties.

In addition to completing the employment application, interested candidates should email a cover letter, resume, and a list of three professional references to Middle School Athletic Director, Jo Kimbrel at jo.kimbrel@tallulahfalls.org. **No phone calls, please.** The employment application can be found here- <https://www.tallulahfalls.org/about/employment-opportunities.cms>

Tallulah Falls School is an equal opportunity employer.

All job applicants at TFS will undergo testing for the presence of illegal drugs as a condition of employment. Any applicant with a confirmed positive test result will be denied employment. Applicants will be required to submit to a specimen test at a laboratory selected by Tallulah Falls School and sign a consent agreement to release TFS from liability.