



**Position: Assistant Hockey Coach**

**Supervisor: Director of Hockey**

**Location: South Kent, Connecticut**

**Status: Full-Time**

*South Kent School prepares young men to succeed in college and thrive as thoughtful and engaged citizens in a rapidly changing and intensely competitive world.*

South Kent School, established in 1923, is a college preparatory school for boys in grades 9 through 12, nestled in the hills of picturesque northwestern Connecticut. South Kent School's academic, athletic, and community life programs align to develop thriving young men. Using our contemporary expertise in male adolescent education, we are constantly evolving and adapting our instruction to ensure we are providing students with the skills and character development they need to succeed in college and the world beyond.

**Job Summary:** Under the direction of the Director of Hockey the Assistant Coach is responsible for the development and maintenance of an effective and nationally competitive sports program that competes in their respective league. The recruitment and retention of quality student-athletes in this program will be integral to this position. The Assistant Coach is responsible for all aspects that relate to the sports program to include the ongoing development of the student-athlete in conjunction with the high moral standards and mission of South Kent School. The Assistant Coach will also be expected to promote the physical, intellectual, and social growth of our student-athletes.

**Job Duties and Responsibilities:**

- Under the direction of the Director of Hockey, provide a framework for student-athletes to perform to their potential by teaching and developing skill levels and game strategies for all team members during practice sessions in preparation for their use during competition while utilizing proper judgment in the instruction and expectations while operating with the highest possible safety standards observed.
- Understand and comply with all rules and regulations set forth by South Kent School, South Kent Athletics, and the league.
- Create an environment through instruction and modeling for student-athletes to observe and learn integrity, camaraderie, and respect in order to provide a positive environment for all student-athletes.
- Provide guidance to student-athletes through teaching life skills and social responsibility in order to improve their physical, intellectual, and social maturity.
- In conjunction with the Head Coach, teach and set expectations of appropriate team conduct during competition, travel, practice, and at any other times when the team is representing South Kent School.
- Serve as a resource to student-athletes navigating the balance of academic, athletic, and community life demands appropriately.
- Actively initiates and engages in the process of helping South Kent School student-athletes with their respective recruiting and college placement.
- Act as a professional and positive representative of South Kent School and the Athletic Department.
- Organize and conduct sports camps or clinics when/where possible
- Emphasize safety in teaching techniques and elements of play and thoroughly educate the players in the rules of the game.
- Maintain harmonious relationship with all South Kent employees and students.
- In conjunction with the Head Coach facilitate the recruiting process with prospective student athletes.
- Coordinate with business office about travel expenses.
- Counsels student advisees as assigned, meeting with them at least weekly, and maintains appropriate records on each advisee.

- Follows School protocol about regular contact with the parents of students and advisees.
- Maintain compliance with all company policies and procedures.
- Attends meetings as required and appropriate.
- Afternoon athletic, co-curricular, and/or academic activities
- Dorm and evening duties
- Public passenger endorsement
- Weekend duties as designated by the School
- Community Life
- Campus jobs
- Formal meal supervision
- Observes and enforces the School's policies and regulations.
- Maintains qualifications for employment in accordance with institutional and accreditation guidelines.
- All other duties as assigned.

**Job Qualifications:**

- Bachelor's degree required.
- Expertise in the sport and having a minimum of two year of coaching experience at the high school level and/or above preferred. Private school/boarding school coaching experience highly desirable.
- Successful recruiting experience preferred.
- Excellent verbal and written communication skills, including ability to effectively communicate with coaches, parents, and other professionals.
- First Aid/CPR/AED certification preferred. If not certified then South Kent School will get you certified in a timely manner.
- Demonstrate support for South Kent's commitment to Diversity Equity and Inclusion.

**Physical Demands and Work Environment:**

- Ability to safely and successfully perform the essential job functions consistent with the ADA, FMLA and other federal, state and local standards, including meeting qualitative and/or quantitative productivity standards.
- Ability to maintain regular, punctual attendance consistent with the ADA, FMLA and other federal, state and local standards.
- Ability to lift and carry up to 40 lbs.
- Ability to speak, listen, and communicate in English.
- Ability to stand and walk for extended periods.

**Compensation:**

Compensation is competitive and includes housing and meals when school is in session. Health and retirement benefits, including TIAA-CREF, are part of the compensation package. Funding exists to support advanced degree work and participation in professional growth opportunities such as conferences and workshops.

Interested candidates should submit a brief cover letter, resume, and list of references to South Kent School at [employment@southkentschool.org](mailto:employment@southkentschool.org).

*The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities, or physical requirements. Nothing in this job description restricts the School's right to assign or reassign duties and responsibilities to this job at any time. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

South Kent School is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive and safe environment for all employees.