



Athletics and Physical Education Job Family: **Coach Progression**

These generic job title summaries are intended to indicate the kinds of tasks and levels of work complexity that will be required of positions classified to any of these titles and are not intended to be construed as declaring the specific duties and responsibilities of any particular position. The use of particular expressions or illustrations describing functions within a specific job title does not exclude other duties of a similar kind and/or level of complexity. Positions are classified to a particular job title based upon the predominant level of expected work complexity. ***A position that is classified into this title and band must meet the Cornell requirements for exemption under the FLSA.***

GENERIC JOB PROFILE SUMMARIES

Assistant Coach II INDIVIDUAL CONTRIBUTOR	Assistant Coach I INDIVIDUAL CONTRIBUTOR	Head Coach II MANAGEMENT	Head Coach I MANAGEMENT
Coach student athletes as assigned by the Assistant and/or-Coach.	Coach student athletes as assigned by the Associate and/or Head-Coach.	Coach student athletes; prepare team for Ivy, ECAC and out of League competitions.	Coach student athletes; prepare team for Ivy, ECAC and out of League competitions with goal to be competitive among Ivy teams and nationally competitive.
Responsible for compliance with NCAA and Ivy League rules operating within University and Sports specific policies.	Responsible for compliance with NCAA and Ivy League rules operating within University and Sports specific policies.	Responsible for compliance with NCAA and Ivy League rules operating within University and Sports specific policies.	Responsible for compliance with NCAA and Ivy League rules operating within University and Sports specific policies.
Assist with team and player development and training; assist with practice planning and demonstration of practice plans.	Assist with team and player development and training; contribute ideas and input for practices. Lead and demonstrate practices in absence of the head coach; may have specific positional coordination responsibilities and supervise other coaches.	Plan and direct team and player development and training; skills development in team practices/workouts and individual skill sessions; organize and execute team practice and conditioning sessions.	Plan and direct team and player development and training; skills development in team practices/workouts and individual skill sessions; organize and execute team practice and conditioning sessions.
Evaluate athlete performances and make recommendations to the head coach regarding participation in competitions.	Evaluate athlete performances and make recommendations and/or decision regarding participation in competitions.	Evaluate athlete performances and make final decision regarding participation in competitions.	Evaluate athlete performances and make final decision regarding participation in competitions. Assess opposing team members and devise game strategies.

Assistant Coach II INDIVIDUAL CONTRIBUTOR	Assistant Coach I INDIVIDUAL CONTRIBUTOR	Head Coach II MANAGEMENT	Head Coach I MANAGEMENT
Work in cooperation with the trainers and other staff (equipment, sports information, facilities) assigned to the team.	Work in cooperation with the trainers and other staff (equipment, sports information, facilities) assigned to the team.	Supervise the activities of Assistant Coach. Work in cooperation with the trainers and other staff (equipment, sports information, facilities) assigned to the team.	Supervise the activities of Assistant Coach(es). Work in cooperation with the trainers and other staff (equipment, sports information, facilities) assigned to the team.
Assist with identification, evaluation, and ongoing recruitment of prospective athletes. Assist with/or assume on- and off-campus recruiting responsibilities that have limited travel or a regional (not National or International) focus.	Identify, evaluate and assist with ongoing recruitment of prospective athletes. Recruitment responsibilities may be off campus, including home visits, and assist with on-campus visits (National or International).	Identify talent, and recruitment of prospective athletes. Conduct official and unofficial visits, evaluating high school, club and collegiate sports program. (not National or International)	Identify, evaluate and manage ongoing annual recruitment of prospective athletes. Develop and finalize selection process for prospective athlete; conduct official and unofficial visits, evaluating high school, club and collegiate sports program. (National or International)
Instruct physical education classes as assigned.	Instruct physical education classes as assigned.	Instruct physical education classes as assigned.	Instruct physical education courses.
Support team and players to thrive academically; integrate athletes with university and department services.	Support team and players to thrive academically; integrate athletes with university and department services.	Support team and players to thrive academically; integrate athletes with university and department services. May act as spokesperson for department.	Support team and players to thrive academically; integrate athletes with university and department services. Act as spokesperson for department as well as provide leadership to local and other initiatives.
Participate in scheduling, planning and travel arrangements, which may include transporting to away competition.	Participate in scheduling, planning and travel arrangements, which may include transporting to away competition.	Participate in and may oversee scheduling, planning and travel arrangements, which may include transporting to away competition.	Oversee and finalize scheduling, planning strategic and extensive travel arrangements, which may include transporting to away competition.
Research and recommend equipment purchases.	Research and recommend equipment purchases.	Programs allocated to small budget; must remain within budget limits; recommend to Equipment managers preferred purchases.	Programs allocated to large budget; must remain within budget limits; recommend to Equipment managers preferred purchases.
Communicate with alumni and friends of the program and assist with fundraising for program.	Communicate with alumni and friends of the program and assist with fundraising for program.	Communicate with alumni and friends of the program and assist with fundraising goals for program.	Lead and support alumni and friends of the program; responsible for fundraising and meet established annual fund raising goals.

JOB FACTOR PROFILE TABLE

FACTOR PROFILE	11220 ASSISTANT COACH II, BAND D EX	10076 ASSISTANT COACH I, BAND E EX	11219 HEAD COACH II, BAND F	10450 HEAD COACH I, BAND G
MINIMUM EDUCATION AND EXPERIENCE EQUIVALENCY	Bachelor's degree; up to 1 year of experience or equivalent.	Bachelor's degree; up to 2 years of experience or equivalent.	Bachelor's degree; 2 but less than 4 years of experience or equivalent.	Bachelor's degree; 3 but less than 5 years of experience or equivalent.
IMPACT	Limited impact	Limited impact	Moderate impact	Moderate impact
CONTACTS - INSIDE	Assists others Cooperation of task completion	Assists others Cooperation of task completion	Provide guidance to others Coordinate activities	Provide guidance to others Coordinate activities
CONTACTS - OUTSIDE	Providing/receive guidance, advice or information that must be analyzed and developed by the position.	Providing/receive guidance, advice or information that must be analyzed and developed by the position.	Develop and make presentations and negotiate with others.	Develop and make presentations and negotiate with others.
CONTACTS - STUDENTS	Occasional contact dealing with highly sensitive matters	Occasional contact dealing with highly sensitive matters	Occasional contact dealing with highly sensitive matters	Occasional contact dealing with highly sensitive matters

FACTOR PROFILE	11220 ASSISTANT COACH II, BAND D EX	10076 ASSISTANT COACH I, BAND E EX	11219 HEAD COACH II, BAND F	10450 HEAD COACH I, BAND G
SUPERVISION	None	Provide occasional guidance on work methods or procedures to employees who do similar work	Provide regular on-the-job training, guidance, advice and counsel to employees in the group and to those who do similar work, May be Responsible for providing supervisory direction to staff or student employees.	Provide regular on-the-job training, guidance, advice and counsel to employees in the group and to those who do similar work, May be Responsible for providing supervisory direction to staff or student employees.
COMPLEXITY	Occasionally adapt, combine or make improvements in an existing service, product, process or program. Work requires reasoning skills and judgment	Frequently adapt, combine or make improvements in an existing service, product, process or program. Work requires reasoning skills and judgment	Frequently adapt, combine or make improvements in an existing service, product, process or program. Work requires reasoning skills and judgment	Frequently adapt, combine or make improvements in an existing service, product, process or program. Work requires reasoning skills and judgment
LEVEL OF DECISION MAKING	Responsible for assisting in and influencing decisions concerning policy-setting, research, planning, or students	Responsible for assisting in and influencing decisions concerning policy-setting, research, planning, or students	Responsible for making decisions concerning policy-setting, research, planning, or students	Responsible for making decisions concerning policy-setting, research, planning, or students
FREEDOM OF ACTION	Directly affect an entire department Moderate effect on students	Directly affect an entire department Moderate effect on students	Directly affect an entire department Moderate effect on students	Directly affect an entire department Moderate effect on students
EFFECT OF DECISION MAKING	Direct supervision Standard work policies or established procedures guide activities	General supervision Some interpretation of established policies and procedures required	Little direct supervision Considerable latitude for exercising judgment and self- direction	Little direct supervision Considerable latitude for exercising judgment and self- direction
WORKING CONDITIONS	Normal working conditions, include no or limited exposure to hazardous conditions/materials/equipment, but do include outdoor activities in variable and/or inclement weather conditions, as well as typical travel conditions. Safety gear may sometimes be required	Normal working conditions, include no or limited exposure to hazardous conditions/materials/equipment, but do include outdoor activities in variable and/or inclement weather conditions, as well as typical travel conditions. Safety gear may sometimes be required	Normal working conditions, include no or limited exposure to hazardous conditions/materials/equipment, but do include outdoor activities in variable and/or inclement weather conditions, as well as typical travel conditions. Safety gear may sometimes be required	Normal working conditions, include no or limited exposure to hazardous conditions/materials/equipment, but do include outdoor activities in variable and/or inclement weather conditions, as well as typical travel conditions. Safety gear may sometimes be required