

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
JOB DESCRIPTION**

CLASS TITLE: **Robotics Coach**

DEFINITION: Under the direction of the Principal or designee, provides leadership, supervision, and organization to extra-curricular, after-school robotics and robotic performances during the year in accordance with District policies and regulations.

RESPONSIBILITIES:

- Organize the program in relationship to robotic team competitions, practice plans, and facility use
- Oversee all aspects of robotics for a particular competition including the training and instruction of students to learn and compete to the highest standards
- Apply knowledge of skills and techniques to assist students in reaching their fullest potential
- Maintain appropriate practice and competition schedules and conform to all District policies and procedures for students
- Reserve facilities and coordinate trip and transportation arrangements as necessary
- Provide leadership, demonstrate sportsmanship and be a positive role model for student robotic members to be enthusiastic and to demonstrate self-confidence
- Know and apply adolescent psychology as it relates to competitive performance participation
- Show respect for robotic students, officials, and others
- Respect the integrity and judgment of officials
- Establish the safety and welfare of the robotic students as the highest priority
- Be knowledgeable and competent in the care and prevention of student injuries
- Properly instruct robotic students in the safe use of equipment and tools
- Ensure that the integrity of the competition is maintained and that basic values and principles are not sacrificed
- Ensure all robotic students participate in development and in competitions
- Provide proper supervision of robotic students during practice, at competitions, and on trips
- Use discretion when providing constructive criticism and reprimanding students
- Maintain consistency in requiring all robotic student participants to adhere to the established rules
- Support and monitor participation eligibility with regards to grades, attendance, and conduct, so that it conforms to school and district standards
- Establish a systematic method of distributing, collecting and inventorying equipment and supplies
- Under the direction of the Site Administrator: Plan and manage the budget of the program. Follow school budget policies and regulations
- Ensure that fundraisers receive prior authorization by the Site Principal and/or Board as required
- Develop and maintain a positive relationship with students, parents, the media, the community, the staff, and the administration
- Ensure that volunteer assistants are properly identified and registered with the District Human Resources Department prior to working with students
- Ensure students are well trained on the power tools and can use them safely

Robotics Coach (Continued)

- Instruct students on Engineering Design and how to apply this concept to designing, building, programming, and testing a robot for robotics competition
- - Schedule and compete in season and in off season competitions with students
- - Recruit students and adult mentors for the robotics program
- Perform other duties as assigned by the Principal/designee

QUALIFICATIONS:

- Knowledgeable and competent in: 1) injury prevention; 2) emergency procedures; 3) robotic coaching techniques; 4) skills, techniques, and rules of the competition being coached; 5) child psychology
- A minimum of one year experience with the *FIRST* Robotics program
- Demonstrable experience with CAD, CAM, 3D printing, and machining with routers, mills, and lathes
- Demonstrable experience with power tools and their safety requirements
- Knowledge of the general needs and behavior of children
- Ability to communicate in writing for the purposes of composing the required reports and other correspondence
- First Aid and CPR Certification prior to employment and/or beginning of relevant performance event
- Valid California Driver's License

EDUCATION AND EXPERIENCE:

- College graduation
- Professional and/or College level robotics experience, training, and/or previous high school robotics experience is required

PHYSICAL REQUIREMENTS: of this position are, but not limited to, the following:

Ability to:

- Stand in one area for extended periods of time
- Stand and walk for extended periods of time
- Sit for extended periods of time
- Ascend and descend steps
- See for the purpose of reading student work, laws and codes, rules and policies, and other related matter, and observing students
- The ability to listen to and understand information and ideas presented through spoken words and sentences
- The ability to communicate information and ideas in speaking so others will understand
- Understand and carry out oral and written directions
- Communicate using the telephone
- Bend, twist, kneel and/or or stoop
- Lift and carry 30 lbs.
- Reach in all directions
- Think clearly and rationally to solve problems

WORKING CONDITIONS:

Indoor/outdoor working environment. Strenuous physical effort characterized by frequent running, standing, bending and lifting.

NOTE:

This list of essential functions and physical requirements is not exhaustive and may be supplemented as necessary in accordance with the requirements of the job. Pacific Grove Unified School District adheres to the provisions of the Americans With Disabilities Act regarding reasonable accommodation procedures.

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Board Approval: December 16, 2021