



ST. ANNE SCHOOL

JOB DESCRIPTION

Basketball Academy Coach

St. Anne School, an independent Catholic School in Laguna Niguel, is seeking a positive, enthusiastic Basketball Academy Coach for our 3rd–4th grade program. The Basketball Academy is designed to introduce students to the sport in a fun, supportive environment—no prior experience required. The ideal candidate will enjoy working with young children and have a passion for teaching the fundamentals of basketball.

RESPONSIBILITIES:

- Acts as a role model of professionalism in a Catholic environment.
- Supports the philosophy, policies, and goals of the school, as well as the decisions made by the Board of Directors and Administrators.
- Ensures the health, safety, and welfare of all students.
- Maintains strict confidentiality on all school-related matters.
- Follows all school policies and procedures as outlined in the Parent/Student Handbook and Employee Handbook.

POSITION OVERVIEW:

The Basketball Academy Coach will be responsible for introducing basic basketball skills—such as dribbling, passing, and shooting—in a positive, age-appropriate way. The program is designed to help young student-athletes explore the sport, build confidence, and decide if they'd like to pursue it further in future seasons.

This is a non-competitive program. There are no formal games, tournaments, or competitions. Coaches may lead basic drills, skill stations, and informal scrimmages to build interest and understanding of the sport.

SEASON:

- Begins in August and ends with playoffs in mid to late October.

TIME COMMITMENT:

- Typically meets 1–2 times per week.
- Sessions take place after school, between 2:30 pm and 4:30 pm.
- No practices or sessions during school breaks or holidays.

QUALIFICATIONS:

1. Reliable and able to commit to the full session schedule.
2. Experience playing or coaching basketball, especially with younger children.
3. A positive attitude and a love for working with children who are new to sports.
4. Must pass a background check.

PHYSICAL DEMANDS & WORK ENVIRONMENT:

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these functions.

Environment:

Work is performed indoors in the school gymnasium.

Physical:

Requires the physical ability to demonstrate skills and participate in light drills; to stand for extended periods; to occasionally stoop, bend, kneel, crouch, or twist; to lift and move moderate equipment; and to verbally communicate with young students.

Vision:

Normal vision range with or without correction.

Hearing:


Normal hearing range with or without correction.

This is a part-time, non-exempt position. Pay begins at \$40 per hour.

Please send your **cover letter, resume, and references** to:

Melissa Vergara

Director of Human Resources

 hr@st-anne.org

