



BISHOP DWENGER HIGH SCHOOL

GIRLS GOLF COACH

JOB DESCRIPTION: The Head Girls Varsity Golf coach manages, organizes, and instructs the girls golf program. The Head Varsity Golf Coach will have considerable knowledge of the sport, rules, and coaching experience. The coach will embrace the philosophy, faith-based beliefs, and Code of Conduct for Bishop Dwenger High School and the Fort Wayne-South Bend Diocese, exemplifying the highest standards of sportsmanship, our Catholic faith and conduct. The head coach is responsible for coaching student athletes in strategies and techniques to prepare them for athletic competitions. The coach motivates student athletes to develop an appreciation of the sport. All BD coaches follow and adhere to all Diocesan, school rules, and apply the mission and vision of Bishop Dwenger High School to the sport.

ESSENTIAL DUTIES:

- Holds organizational meetings for team prospects and encourages potential athletes to participate in the sport.
- Assesses player's skills and assigns team positions.
- Develops a regular practice schedule and organizes practice time to provide both individual and team development.
- Scheduling facilities for practices and competition.
- Assigns duties to an assistant coach as necessary.
- Coaches and instructs players, individually or in groups, regarding the rules, regulations, equipment, and techniques of the sport.
- Observes players during competition and practice to determine the needs for individual or team improvement.
- Determines game strategy based on the team's capabilities.
- Establishes and maintains standards of pupil behavior and always provides proper supervision of athletes.
- Monitors the academic performance of team members to ensure that eligibility requirements are met; and encourages student athletes to maintain a high academic standard.
- Follow established procedures in the event of an athlete's injury.
- Conferences with parents/guardians, as necessary, regarding the athletic performance of their student.
- Follows IHSA rules and regulations governing the athletic program.
- Model sports-like behavior and maintain appropriate conduct towards players, officials, and spectators. Follows the rules, regulations, mission, and vision of Bishop Dwenger High School.
- Follows established procedures for the proper care, maintenance, and requisitioning of equipment, supplies, and uniforms.



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- Works with the Athletic Director to develop a policy for awards and submits a list of award winners at the end of the season.
- Participates in special activities to include parent's night, banquets, award nights, and pep assemblies.
- Maintains eligibility forms, emergency data cards, insurance records, equipment inventory, and other related records.
- Communicates with parents of players about schedules and other pertinent information related to the season.
- Works with partner schools and has a vision of how to maintain high participation numbers in the sport.

QUALIFICATIONS:

- Playing experience at the high school or college level is preferred.
- Knowledge, skills and/or abilities of the game of golf required.
- Experience as a head golf coach or assistant coach at the high school or college level preferred.
- Must possess effective coaching techniques and skills.
- Must possess a thorough knowledge of the rules, regulations, strategies, and techniques of the sport.
- Must possess the ability to establish and maintain effective working relationships with school administrators, parents, and students.
- Exceptional communication skills.
- Must pass all diocesan and school safe environment procedures.

START DATE: Fall 2026 Season (Starts late July)

MORE INFORMATION: Jody Betley, Athletic Director
jbetley@bishopdwenger.com or 260-496-4733

TO APPLY GO TO: <https://secure7.saashr.com/ta/6168565.careers?ShowJob=604439572>