



**USA National Karate-do Federation  
National Coaching Staff  
Job Descriptions, Duties, Requirements and Selection**

## **National Coach**

**Reports to:** Director of Sport  
**Selected by:** Director of Sport  
**Term:** Two years, option to renew, subject to annual review process  
**Direct reports:** National trainers for the region

- **Responsibilities**
  - Responsible for the overall progress of the US Team athletes in assigned regions.
  - Responsible for the communication to US Team athletes in the assigned region.
  - Responsible for organizing and conducting training sessions for US Team athletes in the assigned region and during National Team Camps.
  - Responsible for connecting and communicating with personal coaches, athletes and parents of US Team athletes in the assigned region.
- **Duties**
  - Conduct at least one US Team activity per month in the assigned region
  - Conduct US Team Training
  - Coach US Team athletes at international events
  - Stay current on all required licenses as required by USA NKF.
  - Work with Director of Sport to implement national strategies and tactics for international competition.
  - Seek resources to benefit US Team athletes in the assigned region.
  - Attend all National Coaching Staff meetings, trainings, tournaments and US Team camps as directed by the Director of Sport.
  - Be fully informed of all rules for competition, including when changes are made and published
  - All other duties assigned by the Director of Sport
- **Requirements**
  - Must be a member of USA NKF in good standing, including Safe Sport and background check, PCA certification, USA NKF Dan certification, CPR/First Aid, USA Karate Judge A
  - Served as a National Trainer (preferred)
  - Training at least 1 member of the US Jr. or Sr. National Team Pool (preferred)
  - Must be active in USA Karate attending and preferably coaching athletes at the USA National Championships and US Jr. Team Trials
  - Preferably participated in a WKF level event as a personal coach within the previous two years
  - Have served the US Team in a volunteer capacity as an Assistant/Auxiliary Coach at a US Team event (preferred)
  - Have a good working relationship with the National Coaching Staff
  - Have a good working relationship with the US Team athletes
  - Have a good working relationship with the personal coaches of the US Team athletes
  - Preferably have coached internationally at a WKF level event in the last 12 months
- **Selection Process**
  - Coaches will be eligible from National Coaches Pool
  - Submit letter of interest and resume to Director of Sport
  - Interview with the Director of Sport, Head Coach – Kata and Head Coach – Kumite, and Lead National Coach in the region