

**TITLE:    MOCK TRIAL COACH - MS**

**QUALIFICATION:    New Jersey Teaching Certificate**

**REPORTS TO:    Superintendent of Schools & Principal**

**RESPONSIBILITIES INCLUDE:**

1. In accordance with district policies and procedures, Mock Trials coach will be in charge of developing and implementing the debate program for the Middle School. Mock Trial is an activity that is designed to ring court procedure to life for the members of the team. By participating the team learns what it is like to prepare for and present a case. Each team is given a case, which includes a brief description of the issue and affidavits for the witnesses. The team then has to prepare both the plaintiff/prosecution and defense cases for trial. Each member is assigned a specific role in the case.
2. Be responsible for all matters pertaining to the organization and administration of the coaching of the Mock Trial team and shall enforce all rules as they pertain to debate and speech.
3. Plan and conduct all practice sessions.
4. Be responsible for preparing public information releases regarding Trial.
5. Organize fund-raising as needed for program expenses not covered by district funding.
6. Support decisions and policies that have been made by administration both in fact and spirit.
7. Submit to the building principal a report including the following information:
  1. List of members
  2. Schedules
  3. Records
  4. Award and honors received
  5. Summary of the season
  6. Recommendations for improvement
8. Prepare and submit a schedule of events to the building principal.
9. Supervise and chaperon students at all activities.
10. Carry out any other duties as deemed necessary by the Superintendent and Principal.