**ARCHDIOCESE OF LOS ANGELES**

**DEPARTMENT OF CATHOLIC SCHOOLS**

**COACH EMPLOYMENT AGREEMENT - HIGH SCHOOL (Sample)**

**Sport\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Level\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Circle: Head Coach or Asst. Coach

1. **Term.** The school employs \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_beginning

**Print first and last name**

on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and ending on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ or until their team is eliminated from any post-season playoff competition.

1. **Compensation.** The school agrees to compensate the Coach $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ subject to Federal and State Regulations. Compensation will be distributed on a bi-weekly/semi-monthly (circle one) schedule.
2. **School Mission and Ministry.** The overriding mission of the School is to develop and maintain a Roman Catholic School Faith Community while offering a quality education that meets the needs of its students and applicable educational standards. The School environment is intended to reflect the doctrines, laws, norms and values of the Roman Catholic Church and a philosophy of education which fosters Catholic values for the entire School community. A fuller description of the philosophy for Archdiocesan schools is provided in Chapter IV of the Administrative Handbook which is available online. All duties and responsibilities of the Coach shall be performed within this overriding commitment to the School’s mission and ministry.

You acknowledge and agree that the School retains the right to operate within the philosophy of Catholic education and to retain coaches who demonstrate an ability to develop and maintain a Catholic School Faith Community. You are expected to model, teach, and promote behavior in conformity with the teaching of the Roman Catholic Church. Accordingly, you understand and accept that the values of Christian charity, temperance and tolerance apply to your interactions with supervisors, colleagues, students, parents, staff and all others with whom you come in contact at or on behalf of the School.

1. **Duties.** The Coach agrees to comply with all rules and regulations of the Roman Catholic Archdiocese of Los Angeles and the school, including but not limited to the rules and regulations set forth in:
2. The Student-Parent Handbook,
3. The Faculty Handbook,
4. A Statement of Philosophy, Goals and Guidelines for the Catholic Secondary School, Archdiocese of Los Angeles, published by the Catholic Athletic Association (commonly called the GOLD BOOK),
5. California Interscholastic Federation, Southern Section, BLUE BOOK,
6. League Constitution and By-Laws.

The Coach agrees that he/she has reviewed a copy of each of the above identified booklets and is familiar with the rules and regulations set forth therein.

The Coach also acknowledges that he/she has been issued and is responsible for keys and equipment itemized below:

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1. **Termination.** Cause for immediate dismissal of the Coach will include but not be limited to the following:
2. Failure to carry out any of the responsibilities encompassed by this Agreement.
3. Failure to support and embody the mission and ministry of the School.
4. Unprofessional or unethical conduct, insubordination, unauthorized disclosure of confidential information, or habitual or unreasonable tardiness or absence from duties.
5. Inappropriate physical or social contact with students during school or otherwise.
6. Any criminal, immoral or unethical conduct that relates to the Coach’s duties or that brings discredit to the School, the Archdiocese or the Roman Catholic Church.
7. Unauthorized possession of, or working under the influence of, controlled substances (except as provided by a medical prescription), intoxicants, or alcohol.
8. Threatening or causing bodily harm to others or other coercive and/or intimidating acts, or any verbal or physical harassment, or noted inability to deal amicably with students, parents, faculty, administrators or parish staff.
9. Having a diploma, credential, permit, license or certificate denied, revoked or suspended.
10. Falsification of documents, such as providing false or misleading information on a job application, resume, personnel record, professional or character reference, academic transcript, degrees or credentials.
11. Incompetence or inadequacy of coaching.
12. Failure to respond to correction or admonition given by the school.
13. Prolonged or recurrent illness or unreasonable absence from duties which prevent Coach from performing the essential functions of the job with or without reasonable accommodation.
14. Interfering with teacher and grades and dean or teacher and discipline.
15. Maintaining by word or act in a position contrary to the ordinary teaching of the Catholic Church.
16. Any other breach of the terms of this Agreement.

This Agreement is contingent upon sufficient School enrollment, the School financial condition, and any force majeure, Act of God or governmental directive that impacts School operations. If the School enrollment, the School financial condition or impact on School operations does not justify the staffing, the Principal has discretionary power to make decisions regarding personnel or compensation adjustments including, but not limited to, modification or cancellation of this Agreement. Notwithstanding this, if the School closes for any reason, this Agreement will be considered terminated on the date of the closure. If this Agreement is cancelled due to lack of School enrollment, the School financial condition, impact on School operations, or is terminated because of School closure, you will be paid through the date of cancellation or closure; no further payments will be due to you. The Coach understands that this Agreement provides no assurance of rehire for the following year or season. There is no implied duty by you or the School to rehire you, and no cause whatsoever is required to not rehire. There is no appeals process for not being rehired.

Any other arrangement with respect to rehiring, extension or duration of employment is valid only if in writing, executed by you and the Principal.

Additionally, the Agreement may be terminated by either party upon 30 days written notice to the other party. If the Agreement is terminated in accordance with this provision, you shall only be due one month’s salary.

1. **Conditions.** The following requirements are necessary for employment as a Coach:
2. Meet current regulations including:
3. Be VIRTUS certified
4. Be *Play Like a Champion Today* certified
5. Be certified in CPR (certification must be up-to-date)
6. Be certified in First Aid (every three years)
7. Be versed in theory and coaching techniques
8. Complete the following forms:
9. I-9 form
10. Fingerprinting
11. Child abuse form
12. TB skin test (Mantoux)
13. Coaching Employment Agreement
14. W-4
15. Emergency information
16. Coaches Code of Ethics (CIF Blue Book)
17. Guidelines for Adults Interacting with Minors

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**Date Coach**

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**Date Athletic Director**

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**Date Principal**