

**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.

2. **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.

3. **School Mission and Ministry.** The overriding mission of the School is to develop and maintain a Roman Catholic School Faith Community by offering a quality education that meets the needs of its students and applicable educational standards. The School environment is intended to reflect the doc-trines, 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.

You acknowledge and agree that the School retains the right to operate within the philosophy of Catholic education and to retain teachers who demonstrate an ability to develop and maintain a Catholic School Faith Community. 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. Accordingly, you are expected to model, teach, and promote behavior in conformity with the teaching of the Roman Catholic Church.

4. **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:

- a) The Student-Parent Handbook,
- b) The Faculty Handbook,
- c) 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),
- d) California Interscholastic Federation, Southern Section, BLUE BOOK,
- e) 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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**5. Termination.** Cause for immediate dismissal of the Coach will include but not be limited to the following:

- a) Failure to carry out any of the responsibilities encompassed by this Agreement.
- b) Unprofessional or unethical conduct, insubordination, unauthorized disclosure of confidential information, or habitual or unreasonable tardiness or absence from duties.
- c) Inappropriate physical or social contact with students during school or otherwise.
- d) 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.
- e) Unauthorized possession of, or working under the influence of, controlled substances (except as provided by a medical prescription), intoxicants, or alcohol.
- f) 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.
- g) Having a diploma, credential, permit, license or certificate denied, revoked or suspended.
- h) 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.
- i) Incompetence or inadequacy of coaching.
- j) Failure to respond to correction or admonition given by the school.
- k) 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.
- l) Interfering with teacher and grades and dean or teacher and discipline.
- m) Maintaining by word or act in a position contrary to the ordinary teaching of the Catholic Church.
- n) Any other breach of the terms of this Agreement.

The Coach understands that this agreement provides no assurance of rehire for the following year or season. The school administration is not obligated to provide any rationale for not rehiring a coach. There is no appeals process for not being rehired.

Additionally, the agreement may be terminated by either party upon 30 days written notice to the other party.

**6. Conditions.** The following requirements are necessary for employment as a Coach:

- I. Meet current regulations including:
  - a. Be VIRTUS certified (Part-time, seasonal coaches, who hold no other volunteer or paid position at any school or parish and who do not teach in the classroom, are the only exception to this policy.)
  - b. Be Play Like a Champion Today certified
  - c. Be certified in CPR (annually)



- d. Be certified in First Aid (every three years)
- e. Be versed in theory and coaching techniques

II. Complete the following forms:

- a. I-9 form
- b. Fingerprinting
- c. Child abuse form
- d. TB skin test (Mantoux)
- e. Coaching Employment Agreement
- f. W-4
- g. Emergency information
- h. Coaches Code of Ethics
- i. Guidelines for Professional Relationships with Students

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**Date**

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**Coach**

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**Date**

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**Athletic Director**

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**Date**

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**Principal**

