



Woodland Joint Unified School District Requirements for Coaching Paid or Volunteer

Thank you for your interest in coaching our students. Open, paid coach positions are advertised for current employees at each school site. Those that are not current District employees can find our advertisements and apply online at www.edjoin.org (select "Woodland Joint Unified School District"). Volunteers are recruited directly by the school site on an as needed basis.

If selected for a coaching position (paid or volunteer), you will need to complete the items below and submit the appropriate documents to the school's Athletic Director. **PLEASE NOTE:** Those individuals selected to coach are responsible for paying for those items marked with asterisk * below.

For those selected for a paid or volunteer coaching position, please check off each item as completed and submit this form and all certificates to the Athletic Director (AD).

- District Athletic Coach Qualifications and Competencies Form (aka Coach Card from AD)
- Fundamentals of Coaching (AKA: CIF Certification Certificate): <http://nfhslearn.com/>
- Concussion in Sports Certificate: <http://nfhslearn.com/>
- Sudden Cardiac Arrest Certificate: <http://nfhslearn.com/>
- *CPR Certification: <http://cpptoday.com/>
- *First Aid Certification: <http://nfhslearn.com/>
(AED, Automated External Defibrillator does not meet First Aid requirements)
- Heat Acclimatization Certificate: <http://nfhslearn.com/>
- *Negative TB test results or Certificate of Completion for TB Risk Assessment Questionnaire
- [COVID-19 for Coaches and Administrators](#) - this is a video from NFHS that we will require all coaches view. It's free. COVID 19 training will need to be done every year until further notice
- [YCHD - Youth Sports Protocols and Recommendations](#) - This is the YCHD's guidance for Youth Sports.
- Mandated Reporter Training Certificate: <http://mandatedreporterca.com/training/generaltraining.htm>
- Fingerprints for DOJ **AND** FBI background check (Human Resources Department will send the coach information by email for fingerprinting).

For Paid Coaching Positions:

The Athletic Director will submit your completed paperwork to the Human Resources Department. Once the Human Resources Department receives confirmation that your background check is cleared, you will be contacted by a Human Resources Analyst to schedule an appointment to complete the necessary employment and payroll forms.

Timesheets are due at the end of each season:

Fall- Nov 30

Winter-Feb 28

Spring- May 31

and paid the following month on the 10th for certificated staff and 15th for classified staff or walk-ons.

For Volunteer Coaching Positions:

The Athletic Director will submit your completed paperwork to the Human Resources Department. Once the Human Resources Department receives confirmation that your background check is cleared, you will be contacted by the Athletic Director or Head Coach.

Current Athletic Directors:

Douglass Middle School: Mike Papas	Pioneer High School: Megan Ussery
Lee Middle School: Stacey Mounce	Woodland High School: Alberto Tamayo

PLEASE NOTE: Coaches or Volunteer Coaches are not allowed to supervise students or participate in conditioning activities or practices until the Human Resources Department has notified the Athletic Director that the individuals have completed the appropriate paperwork and requirements. NO EXCEPTIONS.