

TRINITY CHRISTIAN HIGH SCHOOL

Athletic Department Coach's Application



We are looking for leaders who...

- ...are believers in Jesus Christ.
- ...are seeking an obedient walk with Christ.
- ...desire to serve Christ through their gifts and abilities.
- ...want to minister to athletes and other coaches.
- ...are competent coaches of the game.
- ...are willing to pursue CCHS excellence in building our athletic programs.

Complete this application if you are interested in being involved with Trinity Christian High School as a coach.

APPLICATION PROCESS

1. Complete the attached application by one of the following method;
Pick-up the application in the TCHS office, complete, and return to office.
2. By completing this application, you are only expressing a desire to serve with TCHS and does not mean that you have been accepted as a coach.
3. Send out your pastoral reference and inform your other references that the TCHS Athletic Department staff will be contacting them.
4. The TCHS office will screen your application and return it to the Athletic Office.
5. The Athletic Department staff will then review your application to determine if you will move on to the next step of this process.
6. If you have been selected to move further through the process, the Athletic Department staff will notify you and set up an interview.
7. If you have any questions as you complete this process, contact the Athletic Department office at 831-656-9434 ext. 102.

TCHS ATHLETIC DEPARTMENT GENERAL COACH'S JOB DESCRIPTION

As a coach in the TCHS Athletic Department, you will serve under the leadership of the TCHS Athletic Department staff. They will train and equip you to serve Christ throughout your coaching experience.

CRITERIA AND RESPONSIBILITIES

1. **Committed Christian** – you have accepted the challenge and adventure of receiving Jesus Christ as your personal Savior and are demonstrating this by your actions and speech.
2. **Influence** – you will use the gifts and talents that God has entrusted to you to be a Christ-like example in your relationships and to be a Christian role model.
3. **Church** – you will be involved in a local church.
4. **Time** – you will be willing to invest time in ministering to athletes and other coaches.
5. **Values** – your relationships will demonstrate steadfast commitment to Jesus Christ and His Word by pursuing excellence through integrity, servant leadership, teamwork, love, and prayer.
6. **Grow** – you will seek God's will with all your heart through prayer, Bible reading, and other spiritual disciplines.
7. **Minister** – you will encourage, equip, and empower coaches and athletes on and off the field to use the powerful medium of sports to impact their world for Jesus Christ.
8. **Policies** – you will function within all CCHS policies, guidelines, and authority structure.
9. **Coaching Biblical Athletics** - you will utilize your coaching gifts by competing for His glory.

PERSONAL INFORMATION

Name: _____
Last First Middle

Address: _____ Apt. _____

City: _____ State: _____ Zip: _____

Home Phone: (____) _____ Work Phone: (____) _____ Cell Phone: (____) _____

Date of Birth: _____ Social Security Number: _____

Email: _____ T-Shirt Size: _____ Short Size: _____

Marital Status: Married _____ Single _____ Divorced _____ Separated _____

Spouse's Name: _____ If married, is spouse a believer? _____

Spouse's Occupation: _____ Years married: _____

Children (age): _____

CPR Certification Issue Date: _____ Recommended Renewal Date: _____

First Aid Certification Issue Date: _____ Recommended Renewal Date: _____

NFHS or ASEP Coaching Certification Date: _____

Have you ever been convicted of a felony? _____ If yes, please explain: _____

Have you applied for employment at TCHS before? _____ If yes, when and for what position? _____

Do you have any relatives who are past or present employees of TCHS? _____

If yes, state name and relationship to you: _____

What area do you wish to serve in with the TCHS Athletic Department while describing why you are interested in serving and how you learned of this position? _____

Date of Application: _____ Date available: _____

PERSONAL PHILOSOPHY

On a separate piece of paper please label and succinctly answer in one or two paragraphs each of the questions below:

- A. Why do you wish to work in a Christian school?
- B. What are the main characteristics that distinguish a Christian school from a public school?
- C. What areas do you feel are your strengths? Weaknesses?

CHRISTIAN BACKGROUND

Where do you regularly attend worship? _____

For how many years? _____ Pastor's Name: _____

In what congregational activities are you involved and with what degree of regularity? _____

Explain when and how your walk with Christ began. _____

How is your Christian faith and commitment lived out and demonstrated daily? _____

Through your growing experience, what is something God has taught you lately? _____

CHRISTIAN BACKGROUND (continued)

Are you satisfied with your relationship with Christ? _____ Why or why not? _____

What is your attitude toward working with those of other races and those of other beliefs? _____

Describe your routine of personal Bible study and prayer: _____

What books have you read that have helped you in your Christian faith? _____

PROFESSIONAL QUALIFICATIONS

Please attach photocopies of all your college transcripts. Should you be offered a position, official copies of your college transcripts will be required to be submitted for inclusion in your personnel file.

What degree or degrees do you hold?

<u>Issuing Institution</u>	<u>Degree (BA, BS, etc.)</u>	<u>Date Received</u>

Your Major(s): _____

Your Minor(s): _____

Cumulative GPA: HS _____ Bachelors/AA _____ Graduate _____

Please describe your working knowledge of the Internet and any related experience: _____

List any books or articles that you have read recently that have helped you to grow professionally: _____

List any conferences or seminars which you have led or in which you have participated in the past: _____

By circling the appropriate answer, please complete the following self-evaluation of skills keeping in mind that "0" is minimum and "10" is maximum.

Interpersonal skills	0	1	2	3	4	5	6	7	8	9	10
Knowledge of your sport	0	1	2	3	4	5	6	7	8	9	10
Administrative skills	0	1	2	3	4	5	6	7	8	9	10
Ability to come under authority	0	1	2	3	4	5	6	7	8	9	10
Leadership ability	0	1	2	3	4	5	6	7	8	9	10
Organizational skills	0	1	2	3	4	5	6	7	8	9	10
Flexibility	0	1	2	3	4	5	6	7	8	9	10
Confidence	0	1	2	3	4	5	6	7	8	9	10
Ability to work under pressure	0	1	2	3	4	5	6	7	8	9	10
Promptness	0	1	2	3	4	5	6	7	8	9	10
Reliability	0	1	2	3	4	5	6	7	8	9	10
Team Player	0	1	2	3	4	5	6	7	8	9	10

COACHING BACKGROUND

What sports do you feel you are qualified to coach? _____

In order of preference, what sports would you like to coach? _____

What experience do you have in coaching/teaching high school students? _____

Playing Experience:

<i>School/Team</i>	<i>Sport</i>	<i>Level</i>	<i>Years</i>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Coaching Experience:

<i>School/Team</i>	<i>Sport</i>	<i>Level</i>	<i>Years</i>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Any additional coaching certifications, seminars, and/or awards (please specify):

EMPLOYMENT HISTORY

Please start with your current or most recent employer and work backwards for the past ten years. If necessary, you may make copies of this page following the same format.

Employer: _____
Position: _____ Dates of Employment: _____
Address: _____
Supervisor's name and phone number: _____
Reason for leaving: _____

Employer: _____
Position: _____ Dates of Employment: _____
Address: _____
Supervisor's name and phone number: _____
Reason for leaving: _____

Employer: _____
Position: _____ Dates of Employment: _____
Address: _____
Supervisor's name and phone number: _____
Reason for leaving: _____

Employer: _____
Position: _____ Dates of Employment: _____
Address: _____
Supervisor's name and phone number: _____
Reason for leaving: _____

Employer: _____
Position: _____ Dates of Employment: _____
Address: _____
Supervisor's name and phone number: _____
Reason for leaving: _____

EMPLOYMENT HISTORY (continued)

Have you ever worked under a different name for any of the employers you have listed? _____

If so, what was the name or names? _____

Have you already signed a contract for next year with any other institution? _____

Please summarize any additional information that you would like to present regarding your candidacy for this position: _____

REFERENCES

Please do not list family members or relatives for references.

Please give three references that are qualified to speak of your Christian values and character:

<u>Name</u>	<u>Complete Address</u>	<u>Phone</u>	<u>Position</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

Please give three references that are qualified to speak of your professional training and experience:

<u>Name</u>	<u>Complete Address</u>	<u>Phone</u>	<u>Position</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

TRINITY CHRISTIAN HIGH SCHOOL STATEMENT OF FAITH

In order to identify the Athletic Department of TCHS as conservative in theology and evangelical in spirit, we follow this general statement of fundamental beliefs:

1. We believe the Bible to be the inspired, the only infallible, authoritative Word of God. (II Peter 1:20, 21 & II Timothy 3:16, 17)
2. We believe that there is only one God, eternally existent in three persons, Father, Son, and Holy Spirit. (John 14:16, 17; Matthew 28:19; & Deuteronomy 6:4)
3. We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His substitutionary and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father and in His personal return in power and glory.
4. We believe that lost and sinful man must be saved, and that man's only hope of redemption is through the shed blood of Jesus Christ, the Son of God. (Romans 3:23 & II Peter 1:18, 19)
5. We believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to lead a godly life.
6. We believe in the resurrection of both the saved and unsaved; they that are saved unto the resurrection of life and they that are unsaved unto the resurrection of damnation (Daniel 12:2)
7. We believe in the spiritual unity of believers in our Lord Jesus Christ. (I Corinthians 12:12, 13)
8. We believe that the church shall observe regularly the two New Testament ordinances of water baptism and the Lord's Supper. These ordinances are observed in obedience to our Lord Jesus Christ, as acts of love and devotion, and are not to be considered necessary for our salvation.

TRINITY CHRISTIAN HIGH SCHOOL YOUTH PROTECTION POLICY

BEHAVIOR POLICY:

Any abuse (whether sexual, physical, emotional, or neglect) will not be tolerated. Abusive conduct or allegation will lead to immediate removal from leadership and responsibilities. To assist and protect your integrity and leadership responsibilities, we ask that you...

- ...not put yourself in a compromising situation.
- ...not rely on your good reputation or put yourself in a position where it's your word against another individual's.
- ...be aware of what you say.
- ...watch what you do, being cautious of and avoid any inappropriate touching.
- ...be aware of fantasy relationships.
- ...be aware that athletic activities could be opportunities for an abusive situation.
- ...focus on the spiritual guidelines while working with athletes.

REPORTING POLICY AND PROCEDURES:

- Any abusive situations you observe or become aware of must be reported immediately to the Athletic Director.
- Stabilize the immediate abusive situation by stopping the abuse.

TRINITY CHRISTIAN HIGH SCHOOL SEXUAL PURITY STATEMENT

God desires His children to lead pure lives of holiness. The Bible is clear in teaching on sexual sin including sex outside of marriage and homosexual acts. Neither heterosexual sex outside of marriage nor any homosexual act constitutes an alternate lifestyle acceptable to God.

While upholding God's standard of holiness, TCHS strongly affirms God's love and redemptive power in the individual who chooses to follow Him. TCHS's desire is to encourage individuals to trust in Jesus and turn away from any impure lifestyle.

Please circle your answers to the following questions.

Do you agree with Trinity Christian's Statement of Faith?	YES	NO
Do you agree with Trinity Christian's Youth Protection Policy?	YES	NO
Do you agree with Trinity Christian's Sexual Purity Policy?	YES	NO

If not, please explain where you differ: _____

REFERENCE RELEASE

Trinity Christian High School
601 E. Franklin Street
Monterey, Ca 93940

Authorization to Release Reference Information (Including a criminal/court/agency records check)

1. In connection with my application for placement, I understand that an investigative report may be requested that will include information as to my character, work habits, performance, and experience, along with reasons for disciplinary action or termination of past employment. I understand that as directed by policy and consistent with the ministry position described, Trinity Christian High School may be requesting information from public and private sources about my criminal record, driving record, professional licensing and stat administration record, education and previous employment.
2. Please be advised that Trinity Christian High School may also obtain an investigative report including information as to your character, general reputation, personal characteristics, and mode of living. This information may be obtained by contacting your previous employers or references supplied by you. Please be advised that you have the right to request, in writing, within a reasonable time, that we make a complete and accurate disclosure of the nature and scope of the information requested. Such disclosure will be made to you within 30 days of the date on which we receive the request from the applicant or within 30 days of the time the report was first requested.
3. If applicant has criminal record, factors such as age at the time of the criminal offense, seriousness and nature of the violation, time elapsed, and subsequent rehabilitation will be taken into account.
4. I acknowledge that a telephonic facsimile (fax) or photographic copy shall be as valid as the original.
5. I hereby authorize, without reservation, any law enforcement agency, court, institution, information service bureau, school, employer, or other organization or person contacted by Trinity Christian High School to furnish the information described in Section 1 to the extent permitted under relevant state and federal law. The following information is required by law enforcement agencies and other entities for positive identification purposes when checking records. It is confidential and will not be used for any other purpose.

Applicant's Signature _____ Today's Date _____

Print your full name _____

Please print other last names you have used _____

Date of Birth _____ Driver's License # and issuing state _____

Name as it appears on license _____

APPLICANT'S STATEMENT AND AGREEMENT

I understand that Trinity Christian High School does not discriminate in its employment practices against any person based on race, color, national or ethnic origin, gender, age, or disability.

I hereby certify that the facts set forth in this initial application are true and complete to the best of my knowledge. I understand that discovery of falsification of any statement or a significant omission of facts may prevent me from being hired, or if hired, may subject me to immediate dismissal regardless of the time elapsed before discovery. If I am released under these circumstances, I further understand that I will be paid only through the day of release.

I authorize Trinity Christian High School to thoroughly investigate references, work records, evaluations, education, and other matters related to my suitability for employment.

I authorize references and my former employers to disclose to the school any and all employment records, performance reviews, letters, reports, and other information related to my life and employment, without giving me prior notice of such disclosure.

In addition, I hereby release Trinity Christian High School, my former employers' references, and all other parties from any and all claims, demands, or liabilities arising out of or in any way related to such investigation or disclosure.

I waive the right to ever personally view any references given to Trinity Christian High School.

Since I will be working with children, I understand that I must submit to a fingerprint check by the FBI and possibly other federal and state authorities. I agree to fully cooperate in providing and recording as many sets of my fingerprints as are necessary for such an investigation. I authorize Trinity Christian High School to conduct a criminal records check.

Furthermore, being part of the Athletic Department here at Trinity Christian High School will require faithfulness and diligence to your commitment.

Please circle your answers to the questions below.

Are you willing to commit to faithfully serve in this ministry?	Yes	No
Are you willing to joyfully submit to the Athletic Department leadership over you?	Yes	No
Are you willing to pursue excellence in all you do within this ministry?	Yes	No

I understand my commitment to this ministry, upon hiring, is for one school year for serving in the Trinity Christian High School's Athletic Department. I agree to give prior notice of any absences I may have to take. I will by example teach the young men and women of TCHS by the power of the Holy Spirit and show God's love to them practically in and out of the athletic arena. I will also follow guidelines and mission statements of the TCHS Athletic Department.

I understand that this is only an application for employment and that no employment contract is being offered at this time.

I certify that I have carefully read and do understand the above statements.

Signature of Applicant _____

Date _____

TRINITY CHRISTIAN HIGH SCHOOL

Athletic Coaching Application

Pastoral Reference

Position Desired: _____

To Be Completed By Applicant:

Name of Applicant: _____
First Last

Address: _____
Street City State Zip

Name of Pastor: _____ Church: _____

Who in Church leadership will be best able to complete this form on your behalf? _____

Which service do you attend at this church? _____

I hereby authorize the pastor listed above to answer the following questions and to release all records of my employment/volunteer position, including assessments of my spiritual condition, reliability, and fitness requested by Trinity Christian High School in connection with my application for employment/volunteer status with TCHS. Furthermore, I hereby release each and every one of my former employers/friends/co-workers/spiritual leaders from any and all liability of any type for providing this information.

To Be Completed By Pastor:

The above named individual has applied for a position at TCHS in the Athletic Department. We would appreciate a concise statement of the following characteristics of the candidate:

1. How long have you known the applicant? _____
2. How well do you know the applicant? _____
3. Please describe the following:
4. What Christian service has the candidate recently rendered? _____

5. How would you evaluate this service? _____

6. Would you employ the candidate to instruct your children and why? _____

7. Our school believes that in order to become a Christian and inherit eternal life, one must realize they are a sinner (Romans 3:10, 23), believe that Jesus died for their sins (John 3:16, Romans 10:9, 10), repent of their sins (2 Corinthians 7:10), and ask Jesus Christ to come into their life and take away their sins (John 1:12).

Do you feel these steps are necessary for salvation? _____ Yes _____ No

Do you feel there is anything additional which a person must do in order to receive salvation, and if so what?

8. Please comment on other positive or negative characteristics which describe the above candidate: _____

9. Please provide your overall recommendation as to the applicant's qualifications for coaching at TCHS in the Athletic Department:

_____ Highly Recommend

_____ Recommend

_____ Hesitate to Recommend

_____ Do not Recommend

Signed _____ **Position** _____

Church _____ **Date** _____

Address _____

Phone _____

Please Return to:

Trinity Christian High School
Attn: Athletic Department
601 E. Franklin Street
Monterey, Ca 93940
Office: (831) 656-9434 x102
Fax: (831) 656-9670