

Sample Non-Teacher/Volunteer Coaching Application Form

This sample form is intended to serve as a guide for stakeholders to create a form that aligns with the policies and procedures in their respective school division/school.

The Non-Teacher/Volunteer Coaching Application Form can be used when interviewing a potential coach in any one of the following situations:

- The applicant is not an administrator or teacher currently employed by the school board.
- The applicant is a teacher employed by the school division but is new to coaching.
- The applicant's philosophy and/or expertise is unknown.
- The applicant would be coaching a higher-risk sport.
- The applicant is applying for a head coach position.
- The principal or designate decides to formally interview for other reasons.

Record pertinent information on this form and keep on file. Interviewers are encouraged to include additional questions which would be relevant to their schools.

Candidate

Name:

Address:

Phone (home):

Phone (work):

Email:

Health Card Number (optional):

School

Principal/Designate:

Team in Question:

Higher-Risk Sport:

- ☐ Yes
- ☐ No

Please describe your previous coaching experience in [insert specific sport], as well as experience in any other sport. Include the number of years you have coached, the age range of players, the competitive nature of the league and any other details you think are pertinent.

Describe current certification(s) and/or qualification(s) you hold which would be relevant to coaching.

Describe other coaching development sessions/clinics which have helped you learn more about coaching the sport.

What are three primary goals that you are trying to achieve as a coach?

Do you understand/support the principles of the fair play philosophy in athletics?

Explain how you would apply these principles to your coaching role.

How would you set standards of behaviour for the players you coach?

Please list two references associated with previous coaching experience. References listed on this form will be contacted for information with respect to your suitability as a volunteer coach for [insert school board] student athletes.

Name (not a relative):

Position:

Phone number:

Name (not a relative):

Position:

Phone number:

Signature of Applicant:

Date:

Signature of Principal/Designate:

Date:

Office Use Only

References received:

- ☐ Yes
- ☐ No

Criminal record check received:

- ☐ Yes
- ☐ No

Application Accepted:

- ☐ Yes
- ☐ No

Orientation session completed:

- ☐ Yes
- ☐ No

Signature of Principal/Designate:

Date: