

# INFORMATION ON HOW TO BECOME EMPLOYED AS A WALK ON COACH

1. Must be referred by the school site's Assistant Principal of Athletics or Site Administrator.
2. Site Administrator will provide the applicant the "Authorization to Begin the Hiring Process of a Coach" application.
3. Complete required certifications listed to the right.  
*\*Performing Arts and Band Coaches do not need CPR and First Aid Certificates, Concussion Training Certificate, Sudden Cardiac Arrest (SCA) Training Certificate, Heat Illness Training Certificate or Fundamentals of Coaching Training Certificate.*
4. Contact Leticia Romero ([lsromero@riversideunified.org](mailto:lsromero@riversideunified.org)) for additional employment paperwork, trainings and fingerprint information (Live Scan).

## COST RELATED TO BECOMING A WALK-ON COACH

ACTIVITY SUPERVISOR CLEARANCE CERTIFICATE	\$ 102.50 - PAYABLE TO COMMISSION ON TEACHER CREDENTIALING (PAID ONLINE)
FINGERPRINT ROLLING FEE DEPT. OF JUSTICE & FBI	\$ APX 114.00 – IF PRINTED AT DISTRICT OFFICE. FEE COULD BE HIGHER AT OTHER LOCATIONS.
PRE-EMPLOYMENT SCREENING	\$ 15.00 - PAYABLE TO THE DESIGNATED CLINIC BY RUSD (CASH ONLY)
FUNDAMENTALS OF COACHING CERTIFICATE	\$ 50.00 - PAYABLE TO NFHS (PAID ONLINE)
FIRST AID AND CPR CERTIFICATIONS (INFANT - ADULT)	\$ 45.00 - PAYABLE TO SPORTS CLINIC (CASH ONLY) <i>The district does not accept on-line CPR and First Aid certification.</i>
<b>TOTAL COST</b>	<b>\$ 326.50</b>

**RIVERSIDE UNIFIED SCHOOL DISTRICT- Nondiscrimination Statement,** The Riverside Unified School District is committed to ensuring equal, fair, and meaningful access to employment and education services. RUSD does not discriminate in any employment practice, education program, or educational activity on the basis and/or association with a person or group with one or more of these actual or perceived characteristics of age, ancestry, ethnicity, parental status, pregnancy status, color, mental or physical disability, gender, gender identity, gender expression, genetic information, immigration status, marital status, medical information, nationality, race, religion, sex, sexual orientation, military or veteran status, political affiliation, retaliation, or association with a person or group with one or more of these actual or perceived characteristics, or any other basis prohibited by California state and federal nondiscrimination laws respectively. Not all bases of discrimination will apply to both education services and employment. For any questions, concerns, or to file a complaint regarding discrimination, intimidation, harassment (including sexual harassment), bullying, Title IX, contact your school site principal and/or the District's Compliance Officer & Title IX Coordinator: Raúl Ayala, Director of Pupil Services, 5700 Arlington Avenue Riverside, CA 92504, (951) 352-1200 ex. 83030, or by email at [rayala@riversideunified.org](mailto:rayala@riversideunified.org) and/or David Marshall, Resolution Officer, 3380 14th Street Riverside, CA 92501, (951) 788-7135 ex. 80426, or by email at [dmarshall@riversideunified.org](mailto:dmarshall@riversideunified.org). For Title II, please contact Kiersten Reno-Frausto, SELPA Director, 5700 Arlington Ave. Riverside, CA 92504, (951) 352-1200 ex. 83503 or by email at [kfrausto@riversideunified.org](mailto:kfrausto@riversideunified.org). For 504 Coordinator, please contact Paul Defoe, CWA Manager, 5700 Arlington Ave. Riverside, CA, (951) 352-1200 ex. 83301 or by email at [pdefoe@riversideunified.org](mailto:pdefoe@riversideunified.org) and for CCR Title 5, please contact Mr. Timothy Walker, Assistant Superintendent, Pupil Services & SELPA, 5700 Arlington Ave Riverside, CA 92504, (951) 352-1200 ex. 83501 or by email at [twalker@riversideunified.org](mailto:twalker@riversideunified.org). Copies of RUSD's policies including Uniform Complaint Procedures, Sexual Harassment, Nondiscrimination, and Title IX Rights and Protection are available [HERE](#) and upon request. Revised 01/04/2021

### REQUIRED CERTIFICATIONS

ACTIVITY SUPERVISOR  
CLEARANCE CERTIFICATE  
(ALL COACHES)

CPR AND FIRST AID CERTIFICATE\*  
(ATHLETIC)

CONCUSSION TRAINING  
CERTIFICATE\* (ATHLETIC)

SUDDEN CARDIAC ARREST  
TRAINING CERTIFICATE\*  
(ATHLETIC)

HEAT ILLNESS TRAINING  
CERTIFICATE\* (ATHLETIC)

FUNDAMENTALS OF COACHING  
CERTIFICATE\* (ATHLETIC)

AACCA SPIRIT SAFETY  
CERTIFICATE  
(CHEER COACHES ONLY)

**RESOURCES:**  
[HTTP://CIFSTATE.ORG](http://CIFSTATE.ORG)  
[HTTPS://WWW.CTC.CA.GOV](https://WWW.CTC.CA.GOV)  
[riversidemedicalclinic.com/events/](http://riversidemedicalclinic.com/events/)

**AS A WALK ON COACH  
YOU WILL NOT RECEIVE  
COMPENSATION  
WITHOUT RECEIVING  
CLEARANCE FROM THE  
PERSONNEL  
DEPARTMENT.**