

ACVC, LLC

Volleyball Coach Independent Contractor Agreement

This Independent Contractor Agreement (“Agreement”) is entered into between **ACVC, LLC** (“ACVC”) and **[Coach Name]** (“Coach”), effective as of **[Effective Date]**, for the **2026** volleyball season.

1. Position and Role

The Coach is engaged as a **Head Coach/Assistant Coach** for ACVC’s volleyball program. The Coach agrees to provide instruction, leadership, supervision, and mentorship to student-athletes in alignment with ACVC’s mission to foster athletic growth, character development, teamwork, and a positive competitive experience.

Head Coach – Job Description

Position Summary

The Head Coach is responsible for the leadership, instruction, and overall management of the assigned team. This role includes athlete development, practice planning, competition preparation, and primary communication with athletes and families. The Head Coach sets the tone for team culture and represents the organization in a professional and positive manner.

Key Responsibilities

Coaching & Player Development

- Plan, prepare, and lead all team practices with age-appropriate and skill-appropriate instruction
- Develop athletes’ technical, tactical, physical, and mental volleyball skills
- Foster a positive, respectful, and competitive team culture
- Ensure athlete safety and adherence to organizational policies at all times

Practice & Tournament Commitment

- Attend and actively coach all scheduled practices, except in unavoidable circumstances
- Attend and coach all tournaments, matches, and team events within reason
- Coordinate with the Assistant Coach in advance if a practice must be missed

Practice Planning

- Create and implement detailed practice plans for each session
- Share practice plans and expectations with Assistant Coach(s) as needed

Communication

- Serve as the primary point of contact for parents and families
- Communicate schedules, expectations, and team updates in a timely and professional manner
- Address parent questions and concerns in alignment with organizational policies

Leadership & Administration

- Supervise and guide Assistant Coach(es)
- Model professionalism, sportsmanship, and ethical behavior
- Support organizational events, policies, and procedures

Assistant Coach – Job Description

Position Summary

The Assistant Coach supports the Head Coach in athlete development, practices, and competitions. This role focuses on assisting with instruction, team management, and match operations while reinforcing team culture and organizational values.

Key Responsibilities

Coaching Support

- Assist with athlete instruction and skill development during practices and matches
- Reinforce practice plans and coaching strategies established by the Head Coach
- Help maintain a positive, safe, and respectful team environment

Practice Attendance

- Attend approximately half of all scheduled practices
- Cover practices when the Head Coach is unable to attend, as coordinated in advance
- Be prepared to lead practice using the Head Coach's provided plans when covering

Tournament & Match Responsibilities

- Attend all scheduled tournaments and competitions
- Assist with in-game coaching and player management
- Keep match statistics as assigned

- Help with working matches, including:
 - Monitoring the scores table
 - Assisting with scorekeeping, line judging, or other event duties as required

Communication & Professionalism

- Communicate directly with the Head Coach regarding team needs and observations
 - Refer parent or family questions to the Head Coach
 - Represent the organization professionally at all times
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2. Compensation

- **Head Coach Compensation:** \$3,000 total
- **Assistant Coach Compensation:** \$1,500 total

Payment will be issued in **two equal installments**:

- **February 15, 2026**
- **March 31, 2026**

The Coach may elect payment by:

- Hardcopy check
 - Direct deposit (ACH)
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3. Independent Contractor Status

The Coach is an independent contractor and will receive a **Form 1099-NEC** at the end of the calendar year. ACVC will not withhold taxes, and the Coach is responsible for all tax obligations.

4. Coaching Expectations and Conduct

ACVC values athlete growth over outcomes. Coaches are expected to demonstrate:

- **Timeliness and preparedness**
- **Competence in instruction**
- **Kindness, respect, and patience**
- **Approachability and professionalism**
- **A healthy competitive mindset**, avoiding a “winning is everything” approach

The priority is ensuring **girls are thriving**—physically, emotionally, and socially—within ACVC teams.

5. Player Welfare and Supervision

- Coaches should **avoid ever being alone with a player**.
 - Interactions should occur in group or observable settings.
 - All communication must remain appropriate and professional.
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6. Practice Players

- Practice players may choose whether or not to attend tournaments.
 - Practice players do not wear uniforms at tournaments.
 - Practice players may be called upon to prevent a forfeiture when necessary.
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7. Tournament and Officiating Responsibilities

In the event that an official referee is not present, **Head Coaches/Assistant Coaches must be prepared to serve as the head referee**, following standard volleyball rules and sportsmanship expectations.

8. Apparel

Each Coach will receive:

- One long-sleeve ACVC T-shirt
 - One quarter-zip pullover
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9. Practice Rescheduling

- Any practice that needs to be rescheduled must be communicated to **other ACVC coaches who practice at the same location**.
 - Coaches are expected to collaborate to determine **court availability** and minimize scheduling conflicts.
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10. Social Media Policy

To protect athletes, families, and ACVC's reputation, the following social media guidelines apply:

1. **Professional Representation**
 - Coaches are representatives of ACVC and must conduct themselves professionally on all social media platforms.
 - Content that is inappropriate, offensive, discriminatory, demeaning, or contrary to ACVC values is prohibited.
2. **Athlete Privacy**
 - Coaches may not post photos, videos, or personal information of athletes without appropriate parental consent.
 - Coaches should never share private or sensitive information about athletes or families online.
3. **Direct Communication**
 - Coaches should not engage in private, one-on-one direct messaging with players on social media platforms.
 - Any necessary electronic communication should include parents/guardians or occur through approved team communication channels.
4. **Negative Commentary**
 - Coaches may not post negative comments about players, parents, officials, other teams, or ACVC.
 - Disputes or concerns should be handled privately and through appropriate ACVC leadership.

Failure to comply with this Social Media Policy may result in disciplinary action or termination of this Agreement.

11. Code of Ethics

All ACVC coaches are expected to uphold the highest ethical standards. By signing this Agreement, the Coach agrees to:

1. **Put Athletes First**
 - Prioritize athlete safety, development, and well-being above personal or competitive interests.
 2. **Model Integrity and Sportsmanship**
 - Demonstrate honesty, fairness, and respect in all interactions with players, families, officials, and opponents.
 3. **Foster Positive Team Culture**
 - Encourage teamwork, effort, accountability, and resilience.
 - Avoid favoritism, humiliation, or fear-based coaching methods.
 4. **Respect Boundaries**
 - Maintain appropriate physical, emotional, and digital boundaries with athletes.
 - Use positive, constructive feedback rather than criticism or sarcasm.
 5. **Promote Growth and Confidence**
 - Support athletes in building confidence, leadership, and self-advocacy skills.
 - Recognize that development occurs at different paces.
 6. **Represent ACVC with Excellence**
 - Act in a manner that reflects positively on ACVC at practices, tournaments, online, and in the community.
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12. Discipline and Complaint Resolution

ACVC believes in respectful, timely, and constructive communication. The following process is intended to promote growth, accountability, and problem-solving.

Athlete Advocacy

- Athletes are encouraged to **advocate for themselves first** when they have questions or concerns related to playing time, roles, or team expectations.
- Coaches should foster an environment where athletes feel safe speaking respectfully and honestly.

Parent Communication Guidelines

- Parents are encouraged to observe a **24-hour waiting period** after games or tournaments before raising concerns. This allows emotions to settle and promotes productive conversations.
- Immediate safety concerns should be reported promptly.

Communication Process

Concerns should follow this order whenever appropriate:

1. **Athlete** → **Coach** (when age-appropriate)
2. **Parent** → **Coach** (after the 24-hour waiting period)
3. **Parent** → **ACVC Leadership** (if the issue remains unresolved)

Disciplinary Action

ACVC reserves the right to investigate complaints and take appropriate action, which may include:

- Verbal or written warnings
- Required corrective actions or training
- Suspension or termination of this Agreement

All matters will be handled with discretion and fairness.

13. Term and Termination

This Agreement remains in effect for the **2026** season unless terminated for cause, including violations of conduct, ethics, or safety expectations.

14. Governing Law

This Agreement shall be governed by the laws of the **State of Virginia**.

15. Entire Agreement

This document represents the entire agreement between the parties and may only be amended in writing.
