

FLSA EXEMPTION ANALYSIS – PROFESSIONAL Head Coach

Date:	Position Title	Evaluator
	Head Coach (Inside)	

Exemption	Yes	No	N/A	Comments
<p>Professional Exemption – The learned professional (teachers, lawyers, doctors, registered nurses, physician assistants, chefs, paralegals, athletic trainers, and funeral directors) exemption is restricted to professions where specialized academic training is a standard prerequisite for entrance into the profession. The best evidence of meeting this requirement is having the appropriate academic degree. However, the word “customarily” means the exemption may be available to employees in such professions who have substantially the same knowledge level and perform substantially the same work as the degreed employees, but who attained the advanced knowledge through a combination of work experience and intellectual instruction. This exemption does not apply to occupations in which most employees acquire their skill by experience rather than by advanced specialized intellectual instruction. Athletic coaches employed by higher education institutions may qualify for the teacher exemption if their primary duty is instructing student-athletes in how to perform their sport.</p>				
Salary of at least \$455 per week or \$23,660 for a full-year worker? (If no, non-exempt even if part-time) (Teachers are exempt regardless of their salary See 29 CFR 541.303(d), 600(e).)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<p>Roll: The Head Coach is responsible for achieving the mission and goals of the Athletic Department through his/her sport. The Head Coach will produce a program that is competitive within the conference; adheres to conference and NJCAA standards, and College policies; attracts student-athletes who are good citizens of the college and the community; has its student-athletes graduate on time and able to transfer; and instills pride in the College and the Community.</p>				
Is the primary duty spending more than half of their time instructing student-athletes in how to perform their sport?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<p>If the primary duty is no, job is non-exempt or should be evaluated under another exemption. If yes, job is exempt under the FLSA Professional Exemption (Coach).</p>				

Criteria met for exempt status: Yes No