

YOUTH SPORTS COACHING PACKET



Year: 2017

Selah Parks and Recreation

*A coach will impact more young
people in a year than the average
person does in a lifetime*



■ Billy Graham



WELCOME LETTER

SELAH PARKS AND RECREATION

OUR VISION

The City of Selah Parks and Recreation Department is proud to serve the kids in our community. As a coach, you have the opportunity to be a part of this as well. There are over 2,000 children under the age of 18 living in the city of Selah, and, according to the U.S Census Bureau, Yakima county youth make up 30% of the total population, far exceeding the average for all other counties in the state of Washington (Meseck, 2016). Becoming a coach for the Selah Parks and Recreation Department allows you to improve the lives for children all over the valley, while also enriching their lives and improving their health. Each of them will be better for the time you spend with them on the field, on the court, or in the pool.

The City of Selah Parks and Recreation Department wants to thank you for volunteering your time and energy to be a youth sports coach. The City of Selah Parks and Recreation Department strives to produce quality recreation programs for the entire community and youth coaches are the engine behind this machine. Without volunteer youth coaches, these programs would not exist nor be as successful as they are.

OUR MISSION

To plan, implement, and develop affordable recreation services, programs, and facilities while meeting the present and future recreational needs of the Selah Parks and Recreation community in conjunction with the county, school district, Selah Parks and Recreation Service Area, Selah Parks Foundation and other entities dedicated to improving quality of life.

OBJECTIVES

It is the Parks and Recreation Department's responsibility to provide objectives in which coaches can strive for while leading the youth and their teams. The coaches are leaders and mentors, and expected to do the following:

1. Provide enjoyment to the participants, parents, and other coaches
2. Contribute to the mental, emotional, physical, and social development of the children
3. Foster positive character traits by teaching teams how to win and how to accept defeat



4. Create a positive learning environment
5. Provide all children the right to participate regardless of skill level
6. Treat all children, parents, coaches, and staff members with respect and dignity
7. Teach children about hard work, commitment, teamwork, and perseverance through recreational activities.

Volunteer Application Checklist

Please complete the following as a guide to ensuring completion of your packet

Check List	Completed		Comments
Coach Profile	Yes	No	_____
Volunteer Agreement	Yes	No	_____
Expectations Checklist	Yes	No	_____
Code of Ethics and Conduct	Yes	No	_____
HeadsUp Concussion Form	Yes	No	_____



Coach Profile

Head Coach: _____

Address: _____

City: _____ Zip: _____ Date of Birth: _____

Email: _____

Primary Phone: _____ Is this a cell phone? Yes No

If this is a cell phone, can we text message you? YES NO

Secondary Phone: _____ Is t his a cell phone? YES NO

Spouse's Name: _____

Name of Emergency Contact (if different from spouse): _____

Relation: _____ Phone number: _____

ASSISTANT COACH

Assistant Coach Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____

Primary Phone: _____ Is this a cell phone? YES NO

If this is a cell phone, can we text message you? YES NO

Spouse's Name: _____

Name of Emergency Contact: _____

Phone: _____ Relation: _____



Sports Information

Sport: _____

Year/Season: _____

Division (Grade) (if coaching more than one team, please indicate): _____

Jersey Color Preference: 1. _____ 2. _____

YOUR JERSEY SIZE: _____

As a volunteer coach, you are provided with one complementary child registration. Please complete this portion for accurate registration of this child:

Child's Name: _____

Age: _____ Birthdate: _____ Sex: M F

Grade: _____ Address (if different from your own): _____

Is this your child? YES NO

Would you like him/her on your team? YES NO

If not on your team, do you have a coach request for this child? YES NO

Request Name: _____

Child's jersey size: _____

Notes to the Recreation Coordinator:
Please indicate any restrictions and/or problems you may have (ex: Practice nights, days, planned vacations) and accommodations will try to be made:



Volunteer Agreement

PURPOSE: The purpose of this agreement is to outline the responsibilities of the youth sports coach in providing volunteer opportunities, and to create an understanding between the City of Selah Parks and Recreation Department and the volunteer. The agreement shall apply to persons voluntarily performing non-compensated services for the City of Selah Parks and Recreation Department.

Volunteer Name: _____

Home Phone (with area code): _____ Date of birth: _____

Cell Phone: _____ May we text you at this number? __YES __NO

Address: _____

City, State, Zip: _____

E-mail: _____

Please add me to your e-mail list for future volunteer opportunities

I understand that I will not be compensated for my work but volunteer to do so in a safe, responsible manner. I agree to abide by all relevant City of Selah Parks and Recreation policies and procedures. The City of Selah Parks and recreation department shall not be responsible for, nor liable for, nor shall the applicant be eligible to receive, any compensation or benefits as a result of this agreement. If I decide to discontinue my volunteer service I will notify the City of Selah Parks and Recreation Department Recreation Coordinator or Recreation Director.

Further, I certify that I am capable of performing the duties that are requested. If I am unable to perform the duties requested, I will immediately notify the Recreation Coordinator or Recreation Director, so that either a suitable form of accommodation may be found, or that an individual who is capable of performing the task can complete it. In consideration for the City of Selah Parks and Recreation Department giving me permission to perform these volunteer services, I understand and agree to the following terms as shown by my initials:

1. _____ I am not to appear for volunteer services under the influence of any drugs or alcohol. I agree to inform the Recreation Coordinator if taking any over-the-counter or prescription medications which may impair the ability to perform volunteer duties.
2. _____ I will abide by all policies regarding personal conduct while performing volunteer services.



VOLUNTEER AGREEMENT CONTINUED

- 3. _____ I agree not to go beyond the scope of volunteer work agreed to, as listed in the Sports Coaching Packet, without authorization from the appropriate Recreation Director or Recreation Coordinator
- 4. _____ I am to be trained on any activity that I am unfamiliar with, learn the corresponding policies, and it is my responsibility to understand them completely or ask questions until I feel confident to perform them.
- 5. _____ I am to report any on-the-job injury or illness to myself or any player, no matter how minor, to the Recreation Director or Recreation Coordinator.
- 6. _____ I consent to a background check into my history in accordance with RCW 43.43.830-839 and waive any right of privacy I may have in such information for the limited purpose of the City of Selah Parks and Recreation Department considering it for determining my suitability as a volunteer.
- 7. _____ I understand that I or the City of Selah may terminate this agreement at any time without cause and that I am volunteering my services at will and may be asked to discontinue my volunteer service without prior notice or reason.
- 8. _____ I agree to hold harmless the City of Selah Parks and Recreation Department, its officials, employees and agents for any damage, claim, or lawsuit for injury, illness or damage or loss of any kind to me arising out of my performance in any way of the volunteer services outlined in the scope of volunteer services listed below.
- 9. _____ I grant permission to use any photographs, videotapes, motion pictures or recordings for publicity purposes by the City of Selah. If I am signing for my minor child, I, the undersigned parent or guardian, do hereby grant permission to the City of Selah to use any photographs, videotapes, motion pictures or recordings for publicity purposes by the City of Selah Parks and Recreation Department.

Yes

No

This agreement will be in effect for the duration of my volunteer services beginning this date:

Coach Signature	Date

Signature of Parent or Guardian (if volunteer is less than 18 years old)	Date



Expectations

Please initial all as indication that you have read and agree to their statement.

1. _____ Remember that these are games. Make the activity fun for everyone.
2. _____ Respect the rules of the game.
3. _____ Respect those enforcing the rules of the game.
4. _____ Be early and organized for practices.
5. _____ Communicate, constantly, with parents (Ex: practice dates/times, practice cancellations, game dates/times, game cancellations).
6. _____ Make contact with your players' parents within TWO days of receiving a team roster.
7. _____ Have an organized plan for each practice.
8. _____ Be a positive role model and leader for your team and parents.
9. _____ Demonstrate good sportsmanship at all times.
10. _____ Set high standards for your team and lead by example.
11. _____ Promote parent involvement with the team.
12. _____ Promote competition, teamwork, and hard work.
13. _____ Enjoy the experience.

Code of Ethics and Conduct



Please initial all and sign below as indication that you have read and agree to their statement.

- _____ 1. I hereby pledge and agree as a volunteer youth coach, to follow the City of Selah Parks and Recreation Department’s Code of Ethics and Conduct.
- _____ 2. I will encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every game, practice, or other youth sports events.
- _____ 3. I will create a positive learning experience for all who participate.
- _____ 4. I will conduct myself in the highest degree at all times, lead by example, and demonstrate good sportsmanship, fair play and teach integrity of the game.
- _____ 5. I will remember that I am a youth coach and that the game is for the players and meant to be fun.
- _____ 6. I will place the emotional and physical well-being of my players ahead of a personal desire to win.
- _____ 7. I will do my best to make this sport fun for all my players.
- _____ 8. I will remember to treat every player as an individual and be sensitive to each player’s feelings.
- _____ 9. I will be knowledgeable in the rules of each sport that I coach and I will teach a follow these rules.
- _____ 10. I will teach my players to treat other players, coaches, fans and officials with respect.
- _____ 11. I will accept the decisions of the officials on the field or court as being fair as far as possible and the game being called to the best of their ability.
- _____ 12. I understand that if I do not conduct myself in accordance to the conduct policies, I am be asked to leave the activity premises.

Coach’s Name

Date