

# SPARTA PARK & RECREATION DEPARTMENT VOLUNTEER COACHES POLICY

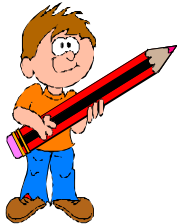
The Sparta Park & Recreation Department offers a wide variety of youth sports activities. With the number of participants in each sport, it becomes difficult to find coaches for each team. It is necessary to try to recruit parents of participants or other individuals in the community who have significant experience in playing or coaching a particular sport to coach.



Volunteers can be an instrumental factor in helping a program or team run efficiently. Some of the benefits to the Sparta Parks and Recreation Department utilizing volunteer coaches are:

1. Savings in staff cost.
2. Allows each team to have at least one coach.
3. More coaches per team allow each player to receive more individual attention.
4. More coaches per team help control the behavior of the individual players.

Individuals interested in volunteering to coach must:



1. Complete a volunteer registration form.
2. Attend the Sparta Park & Recreation Department's WYSCO or other Coaches Clinic.
3. Sign and adhere to the WYSCO Coaches Code of Ethics Pledge.
4. Follow the rules and guidelines of the sport.
5. Follow the rules and guidelines set down by the Sparta Park and Recreation Department.
6. Understand that the program is for the participants and not adults.
7. Act as mature adults and set good examples for the players and the program.

Should the behavior and/or attitude of a volunteer coach be contrary to the guidelines established by the Sparta Park & Recreation Department or to the WYSCO Coaches Code of Ethics Pledge, one or more of the following steps may be taken to alleviate the situation.

1. The behavior will be brought to and discussed with the coach/volunteer. The coach will have an opportunity to offer his/her point of view.
2. The coach/volunteer may be requested to remedy the situation.
3. The coach/volunteer may be requested to withdraw from coaching in the program for the season and the registration fee will not be refunded.
4. The coach/volunteer may be suspended from coaching for any sport in the upcoming year.
5. In the event of extreme repeated behavior, a Code of Conduct Review Committee may be formed to review the complaint.

It is the policy of the Sparta Park & Recreation Department to offer a volunteer coach with some benefits. To receive the benefits, an individual must follow the guidelines in becoming a volunteer. Volunteers who coach an entire season would be:

1. Refunded the registration fee of their child.
2. Allowed to participate in adult open gyms at no charge.

Volunteer coaches can be a great asset to a Recreation Program. This policy is designed to help individuals understand what is involved in volunteering and also the benefits of helping.

# VOLUNTEER COACH REGISTRATION FORM

Name: \_\_\_\_\_  
(First) (M.I.) (Last)

Head Coach	___
Assistant Coach	___

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Numbers: Day: \_\_\_\_\_ Evening: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Drivers License Number: \_\_\_\_\_ State: \_\_\_\_\_

Drivers License Expiration Date: \_\_\_\_\_

Program I would like to coach is \_\_\_\_\_ Year \_\_\_\_\_  
\_\_\_\_\_ Year \_\_\_\_\_  
\_\_\_\_\_ Year \_\_\_\_\_  
\_\_\_\_\_ Year \_\_\_\_\_  
\_\_\_\_\_ Year \_\_\_\_\_

## PLEASE ANSWER THE FOLLOWING QUESTIONS:

1. Do you use illegal drugs? Yes \_\_\_\_\_ No \_\_\_\_\_
2. Have you ever been convicted of a felony within the last 7 years (Conviction will not necessarily disqualify an applicant from employment)?  
Yes \_\_\_\_\_ No \_\_\_\_\_
3. Have you ever been charged with neglect, abuse, assault, sexual assault or crimes involving violence or threats of violence?  
Yes \_\_\_\_\_ No \_\_\_\_\_
4. Has your driver's license ever been suspended or revoked in any state?  
Yes \_\_\_\_\_ No \_\_\_\_\_

## VOLUNTEER AGREEMENT: (PLEASE READ BEFORE SIGNING!)

I understand that:

- The information I have provided may be verified and I give permission to the Sparta Parks & Recreation Department to check a criminal and/or drivers license records, and to make inquiry of others concerning my suitability to act as a Sparta Park & Recreation Department Volunteer.
- In the course of volunteering for Sparta Park & Recreation Department, I may be dealing with confidential information and I agree to keep said information in the strictest confidence.
- The relationship between Sparta Park & Recreation Department and volunteers is an "at will" arrangement, and that it may be terminated at anytime without cause by either the volunteer or Sparta Park & Recreation Department.
- I must follow the rules and guidelines set down by the Sparta Park & Recreation Department.

I affirm that I have read the above and that the information I have given is true and complete.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_