

Thank you for your interest in being a volunteer coach with Excelsior Springs Parks and Recreation Leagues!

Coaching can be a very rewarding experience. The primary goal is to teach the sport, focus on fundamentals, sportsmanship, and have fun. Coaches should always: Provide a safe physical environment for players, be an effective and positive communicator, be able to teach the skills and rules of the sport and be a positive role model. You will need to have a comprehension of the rules and knowledge of the game. Excelsior Springs Parks and Recreation wants to provide everyone with an enjoyable experience, develop players' fundamental skills, and to get them to perform to the best of their ability. But it is very important that all coaches keep a proper perspective. Excelsior Springs Parks and Recreation Coaches are not to have a "win-at-all-cost" goal.

Depending on league registration numbers, some volunteers may not be used. *The Excelsior Springs Parks and Recreation Department will contact you prior to the coaches meeting to confirm that you are needed for coaching.*

All volunteer coaches and assistant coaches will read and sign a coaching code of conduct. This is to ensure that volunteers are aware of expectations that are being placed on them.

All volunteer coaches and assistant coaches will have a background check ran through Operation TLC. You will need to fill out the form and supply a copy of your driver's license. This will be done yearly. A person will be disqualified and prohibited from serving as a volunteer if the person has been found guilty of the following crimes:

- Sex Offenses:
All sex offenses – Regardless of the amount of time since offense.
- Felonies:
All Felony Violence – Regardless of the amount of time since offense.
All Felony Offenses – Other than violence or sex within the past 10 years.
- Misdemeanors:
All misdemeanor violence offenses within the past 7 years.
All misdemeanor drug & alcohol offenses within the past 5 years or multiple offenses in the past 10 years.
Any other misdemeanor within the past 5 years that would be considered a potential danger to children or is directly related to the functions of the volunteer.

Coaching responsibilities include but are not limited to:

- Attending coaches meeting at the community center. You will receive all your team information and equipment at this meeting.
- Contacting all players/parents on team roster within 3 days of coaches meeting.
- Share all team information with players/parents: Practice times and location, rules, and schedules.
- Pick up team t-shirts at the Parks and Recreation office when they become available.
- Hold one (1 hour) practice per week weather permitting for outdoor practices or if the gym is available for practice for indoor sports. When the schools are closed for days off or weather we are not allowed in the gyms, but outdoor practices may still take place.
- Coach the team for one game per week trying to ensure that all players get even playing time.
- Contact the Parks and Recreation office if a player quits team (ask parent to call also), so that players on the wait list may be allowed to participate.
- Coordinate parent volunteers for each game – Volunteers to run time clocks, fill out score sheets and or game sheets for the younger leagues.
- Schedule team pictures if your team chooses to have them.
- Return equipment to game supervisor at the last game of the season.
- Pass out medals/dog tags (provided by Parks and Recreation Dept.) to players after the last game of the season.

Again, thank you for your interest in being a volunteer coach with us! If you have any questions, please contact the Parks and Recreation office at 816-630-1040 or email knoyd@ci.excelsior-springs.mo.us.



Excelsior Springs Parks & Recreation

National Background Screening Consent/Release Form

Applicant's Legal Name (printed)

Social Security Number _____ Date of Birth _____

Applicant's Address

City _____ State _____ Zip _____

I, _____, authorize and give consent for the above named organization to obtain information regarding myself. This includes the following:

- Local & National Criminal background records/information
- All 50 State Sex Offender Registries
- Full Address Trace
- Social Security Verification

I the undersigned, authorize this information to be obtained either in writing or via telephone in connection with my application. Any person, firm or organization providing information or records in accordance with this authorization is released from any and all claims of liability for compliance. Such information will be held in confidence in accordance with the organization's guidelines.

Print Name: _____ Date: _____

Signature: _____

Fill out & supply copy of driver's license