

# **Tallahassee Parks and Recreation Dept.**

## **Volunteer Coach Role and Responsibilities**

### **Role of the Volunteer Coach**

The Tallahassee Parks and Recreation Department would like to thank you for accepting the responsibility of coaching one of our youth teams. No program can be a success without good leadership. The hours will be long, and you are serving without pay, but your job is most important. You will be building the moral fiber, mental health, and physical strength of young boys and girls who will be the citizens of tomorrow. These athletes are at a most impressionable age and the training you give them, good or bad, will have a lasting effect on their young lives. For some, playing on your team may be their only contact with organized sports. We know you will want them to remember it as a pleasurable and meaningful experience. Without your help, this program would not be possible. For the players, parents, and the Tallahassee Parks and Recreation Department, THANKS!

### **Responsibilities of the Volunteer Coach**

#### **Background Check**

All head coaches and primary assistant coaches must complete a National Background Screening Consent/Release Form. Coaches must be cleared before coaching any Tallahassee Parks and Recreation program, this includes practices. Any team assistants or team parents are encouraged to complete a Tallahassee Parks and Recreation Volunteer Information Sheet.

#### **Parents Meeting**

All coaches must have a preseason meeting with team parents to discuss the purpose and scope of the program, code of conduct, rules and regulations, and other necessary information.

#### **Player Supervision**

In order to insure the safety of all players, Tallahassee Parks and Recreation is asking each coach to stay with their players after practices and games until all players have been picked up. If the same parent(s) are consistently late, please let your park supervisor know. The park supervisor will talk to the parent(s) regarding the issue. If the issue continues, a player may be dismissed from the league. Under no circumstance shall a coach leave a player unattended.

#### **Parent/Spectator Control**

A team is responsible for its parents and spectators. Officials may penalize a team for the behavior of its parents and spectators. Please read through the Code of Conduct and the definition and penalty for unsportsmanlike conduct.

#### **Reporting Injuries**

During games, park supervisors are responsible for filling out the Accident Report Form for any injury that requires medical attention, or for any injury that may potentially require medical attention. During warm-ups or practices, coaches are responsible for filling out the Accident Report Form. A copy of the report should be turned into Tallahassee Parks and Recreation within 24 hours of the incident.