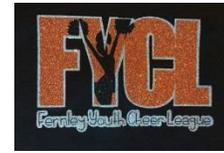




## Head Coach Volunteer Packet



### Head Coach Criteria

A minimum of two years Cheer coaching experience.

A minimum of two years Cheer experience or equivalent too.

The ability to recruit a coaching staff within 60 days from head coach appointment. Upon late appointment a reasonable timeline will be at BOD discretion.

You should have an outline of practice plans, skill drills, conditioning plans, and cheers.

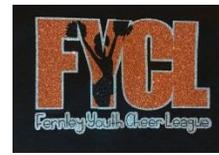
MUST complete mandatory training before you will receive a roster.

MUST do team fundraising and follow the fundraiser procedures

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

A copy of a valid government issued photo ID must be attached to complete this application.

# Head Coach Volunteer Packet



## HEAD COACH APPLICATION

To Be Completed By All Volunteers Including Coaches, Managers, Administrators, Etc. of The Sports Organization Who Have Regular Access To Or Repeated Contact With Athletes.

**I am applying for the following position:**  
**Head Coach**

**Personal Information:** Date of Completion of This Form: \_\_\_/\_\_\_/\_\_\_

Your Full Legal Name: \_\_\_\_\_

Date of Birth: \_\_\_/\_\_\_/\_\_\_ Social Security Number: \_\_\_\_\_

Other Names (maiden, alias, etc.): \_\_\_\_\_

Driver's License Number: \_\_\_\_\_ State: \_\_\_\_\_ Expires: \_\_\_/\_\_\_/\_\_\_

Home Phone Number: \_\_\_\_\_ Work Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_

Male/Female: \_\_\_\_\_ e-mail address: \_\_\_\_\_

**Home Address:** List all for the past 7 years

Present (include dates): \_\_\_\_\_  
\_\_\_\_\_

Previous (include dates): \_\_\_\_\_  
\_\_\_\_\_

(Attach a separate sheet if additional space is needed)

### Qualifications:

Have you ever been convicted of a crime? : (if yes, explain) \_\_\_\_\_  
\_\_\_\_\_

What position on which team are you applying for?

#### Cheer

Bandit Maverick Renegade Freshman JV Varsity Collegiate

What is your coaching background, including your history with FYCL?

\_\_\_\_\_

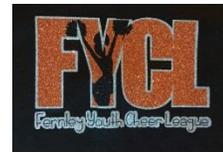
Have you ever been refused participation in any other youth sports programs? (If yes, explain) \_\_\_\_\_

Do you have children in the program? \_\_\_\_\_

Why are you qualified to coach, manage etc.? \_\_\_\_\_



# Head Coach Volunteer Packet



Are familiar with FYCL rules? \_\_\_\_\_

Nevada High School Rules? \_\_\_\_\_

### **FINANCIALPOLICY:**

The FYCL is a Non-Profit Organization that is exemptfromSalesTax. Individual teams, coaches, volunteers, and/or parents arenotpermittedtotransactfinancially on behalf of the Fernley Youth Cheer League. Individuals or Companies that donate, or sponsor a portion of costs for league expenses mayclaimataxdeduction on the condition that the money was:

1. Paid from the FYCL League Account (verified funds) to a vendor, via accounting form.
2. Paid to the FYCL League Account from a Sponsor. Funds will be available after 10 business days. Cash is not accepted.
  - a. A "Thank You" letter will be mailed to each sponsor with the information necessary for the sponsor to Claim a tax deduction.

### **FUNDRAISINGPOLICY:**

3. Coaches, Volunteers, and Players are **Members of FYCL** and are not permitted to hold Team Fundraisers without the express written permission of the FYCL.
4. Each Head Coach is required to have one fundraiser for the league per season. These funds will be used to help facilitate the league through its season.

### **TEAMMANAGERPOLICY:**

5. Each Head Coach will appoint a **TEAM MANAGER** who will work with the Treasurer to facilitate all team financial transactions appropriately.

### **EQUIPMENTRETURNPOLICY:**

6. Each Cheer Head Coach will be issued a set of Pom Poms for each girl on their squad and will be responsible for turning them in to Coach Coordinator within 10 days of the last game (to include playoffs).
  - a. Poms are to remain in coaching staff possession during the entire season and will be handed out for use at FYCL events and turned back in at the end of each the event.
  - b. Head Coach will be **fined up to \$30** for each incomplete or missing set of Pom Poms.

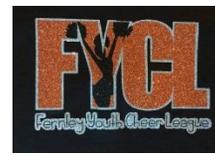
The FYCL Treasurer will make random checks with the Head Coach and the Team Managers to verify that financial transactions are within the guidelines of the league. If any FYCL Representative is found non-compliant, then they will be subject to immediate termination, fined \$1,000 and possible litigation depending on the circumstances. THE LEAGUE WILL NOT BE RESPONSIBLE FOR ANY ITEMS PURCHASED, EXPENSES OR LIABILITES INCURRED WITHOUT THE TREASURER'S PRIOR APPROVAL.

### **Consent/ Release**

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



# Head Coach Volunteer Packet



I authorize and give consent for the sports organization referenced above to obtain my personal information.

This includes, but not limited to employment records/employer's references; criminal background records/information; criminal background checks/fingerprints; driving record check, financial bankruptcy Information, coaching experience, personal references, and addresses.

I authorize this information to be obtained either in writing, via internet, or via telephone in connection with my volunteer application.

I understand that my position is contingent upon adverse information about my background or character not being uncovered upon the performance of the above referenced checks. I also understand that regardless of my prior volunteer activities on behalf of the sports organization, that the sports organization is not required to allow my continued participation.

I agree to hold harmless and indemnify from liability the sports organization and its directors, officers, employees, and volunteers from all liability arising out of the use of the information that is uncovered in the above referenced checks. I also adhere to the Financial, Fundraising, and Team Manager & Equipment Return Policies.

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

### For Sports Organization Use Only

<p>Background checks completed by Conduct Official _____</p> <p>Date: _____</p> <p>Sources Checked:</p> <p>    Authorized</p> <p>    Not authorized (keep this form and the record check on file for 15 years if not clean.)</p>
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Head Coach Volunteer Packet



## **2021 FYFL Head Coach Code of Conduct**

All head coaches for FYCL need to agree and adhere to the following stipulations during the season

## Head Coach Volunteer Packet

1. **Your number one responsibility is the safety and wellbeing of your team.**
2. **You are required to have a minimum of 2-3 coaches CPR and first aid certified per team.**
3. **Your goal should be to create a fun and safe learning environment for your athletes.**
4. **Abide by the FYCL head coach code of conduct agreement and follow all designated rules.**
5. **You will need to organize a pre-season meeting with the parents and players, at which time you need to present them with league rules, practice schedule, and any upcoming league events and dates.**
6. **Head coach must select a team manager and assistant coach.**
7. **Your selections for assistant coach and team manager may be subject to approval by the BOD.**
8. **You are responsible for your coaching staff and staff actions; you must ensure that all volunteers have completed background checks AND received their badge before they have contact with the team.**
9. **Coaching staff must wear FYCL badges at all FYCL events. Badge must be visible.**
10. **You and your coaching staff must adhere to the dress code at any function that is conducted by FYCL.**
11. **Keep coaching staff, players, and parents informed of what is expected of them.**
12. **Be at all practices, games, coach meetings, and FYCL events unless prior arrangements with the team and coaching staff are made and coach coordinator is notified Via e-mail or phone, this includes a location change.**
13. **No junior coach may direct team activities and/or discipline a player; direction and discipline must be done by FYCL coach.**
14. **You must ensure that team manager keeps a neat and organized binder with all required documents outlined by the league.**
15. **Condition your athletes. Conditioning is an essential part of practice, not only for the advancement of your athletes, but also for their safety. An athlete in good condition is less likely to be injured than one who is out of shape.**
16. **Practices should focus on skills and learning with emphasis on safety and proper techniques. Make sure that everyone has good form and knowledge before hitting/scrimmaging/stunting.**
17. **In case of any injury follow prescribed routine and maintain good communication with players, parents, and FYCL.**
18. **Refrain from using abusive and profane language.**
19. **Use age appropriate skill sets.**



## Head Coach Volunteer Packet



20. Collaborate with the other coaches.
21. You must organize and participate in at least one league fundraiser and strongly urge your team and parents to get involved.
22. You must organize and attend an end of the season gathering and hand out pictures/trophies. You must make arrangements for athletes that were unable to attend to pick up their items shortly after your gathering. End of season gathering funds will be based on the financial status of the league; it does not guarantee the league will have funds available.
23. When the season is complete you must turn in all required equipment to the Coach Coordinator and documents to the coach coordinator within two weeks of your last game unless a date is provided for your team.
24. You must understand that you are a role model for your team. You must lead by example at any FYCL/SYFL events.
25. You and your coaching staff should at all-time respect the decisions of the FYCL board and help maintain professionalism in dealing with any issues that may occur throughout the season. You are responsible to promote unity throughout FYCL. As a head coach you are trying to help build a strong program, not just a strong team.
26. Ensure that you are able to take advice that is in your team's best interest, not only from your staff, but other Fernley coaches as well.
27. You are responsible for ensuring that your team manager is communicating with the Coach Coordinator/Assistant Coach Coordinator regarding any uniform and/or equipment needs for your squad.
28. You must work closely with your sister squad coaching staff to build a strong bond between the squads.

**Breach of any rule or previously stated agreements will be discussed and action will be carried out by the FYCL board of directors. This could result in verbal warning up to removal of coaching position.**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

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