

Coach Guidelines – Ellsworth Baseball Softball Association

Last updated January 2020

Article I. Background Checks

All coaches and assistants must have concussion protocol and SAFE Sport background checks completed prior to the start of season.

Article II. Responsibilities

- (a) Sign the Coaches Code of Conduct. Concerns should be addressed through the Complaint Protocol laid out in the EBSA By-Laws.
- (b) Inform the Board of any legal troubles, arrest, etc. that may impact your ability to do your coaching duties or be a role model for your players.
- (c) Follow recommendations for warm-ups, pitching time, etc. as laid out by the Varsity coaching staff.
- (d) Lead by example and refrain from use of alcoholic beverages, tobacco, profane or abusive language while involved in league operations.
- (e) Following, communicating, and enforcing EBSA Code of Conduct with players and parents.
- (f) Maintain concussion awareness and ACE certification (head and assistant coaches).
- (g) A coach who is ejected from a game will be required to meet with the President and Vice President before his/her next scheduled game in order to resolve any disagreement or behavior. Any disagreement will be settled in a civil appropriate manner. The Coach needs to have a meeting with their team to address the issue and a Board Member needs to be present at the next team practice to support the Coach, as needed.

Article III. Communication

- (a) General Association communication will come via the EBSA. This will include board meeting reminders, jersey ordering, clinics, volunteer opportunities, and local events.
- (b) Team communication should come from the coach to parents for team concerns such as game schedules, practice schedules, expectations, tournament plans, etc.
- (c) League communication will come via Tri-County League or MBL website. Team schedule, contact info, and general league dates will be available via these sites.

- (d) Will schedule practices and home games on the Google calendar for field reservations. Any changes to game schedule need to be communicated to Umpire Coordinator to allow for umpires to re-scheduled and/or cancelled.
- (e) All concerns or issues must be addressed in a professional manner through the Complaint Protocol laid out in the EBSA Operating Guidelines.

Article IV. Meetings

Coaches will make every effort to carry out the purpose of this Association. Coaches should make an effort to attend all meetings and functions of Association or have an assistant coach present.

Article V. Budget

- (a) ALL purchases need to be approved by the Treasurer and receipts provided prior to any reimbursement by the EBSA.
- (b) Team budgets will be communicated by the Treasurer by March 15th.
- (c) Any unused budget will be returned to the General Fund of the EBSA at the end of the season.

Article VI. Equipment

- (a) Uniforms will be purchased by the families and consist of hat (baseball only), jersey, pants, and socks. Players will also need a fielding mask (softball only), batting helmet, glove, and bat. Catcher equipment can be borrowed from the EBSA if the size is available but EBSA does not usually provide.
- (b) The EBSA is NOT responsible for delivering equipment to coaches or teams. Coaches are responsible for contacting the Equipment Manager to arrange pickup of their equipment. The goal is to use equipment in storage FIRST before purchasing any new equipment.
- (c) Coaches are required to return equipment at the end of the season. Exception will be made if a Coach is coaching another season directly following.

Article VII. Field Maintenance

- (a) Teams will need to setup fields prior to their home games and should plan to arrive 1-1.5 hours early. It will be the Parents responsibility to help with putting out bases, raking fields, chalking lines, etc. while players are warming up. This counts for service hours.

- (b) Teams are expected to rake fields after use for either practices or games, return bases to their proper location and equipment to the storage shed, and clean up any garbage in the dugouts. Please empty garbage cans and place trash in the dumpsters located at each field location. Garbage bags can be found in the storage sheds at each field. Players should be doing this prior to leaving, NOT coaches/parents.
- (c) If supplies are missing from the shed or running low, please contact your VP and they can get it resolved with the proper field managers.

Article VIII. Umpires

The EBSA umpires are trained to take a certain amount of fan questioning, but when that crosses the line (determined by the individual umpire), the umpire has 100% backing of the EBSA Board to eject the fan/coach. But before this, they will talk with the head coach of the offending team and let the coach know that their fans are their responsibility to control. After that conversation, and if the abuse continues and if the umpire decides the fan needs to go, then so does the head coach along with them. Ejected coaches/fans are no longer allowed on the premises for the remainder of that day, but are welcome to return in the future. If it happens again, then the fan/coach will no longer be allowed to return until the following year.

If the ejected fan/coach/player refuses to leave, law enforcement will be called and the game will probably end up as a forfeit.

The ONLY person allowed to question a rule call is the HEAD COACH. The umpires will not deal with anyone else. If the head coaches/parents/players insist on questioning Balls/Strikes or any judgement call (outside the bounds of reason), the umpire decides how much to take and will then go from there all the way up to ejecting the coach if they don't stop.

Again, the HEAD COACH is responsible for the behavior of themselves, assistant coaches, players and fans. So ultimately, they are ejected along with a fan/player/assistant coach.

Article IX. Team Parent

Each coach may designate a team parent to assist with duties such as collecting volunteer hour checks and tracking volunteer hours, holding birth certificate copies for tournaments, assisting in the arrangement of car pools, scheduling team events, leading home tournament concessions, etc.

Article X. Revision Process

These guidelines may be amended at any regular meeting of the Ellsworth Baseball Softball Association by a two-thirds (2/3) vote of the Board Members present and voting.