

# CONWAY PARKS, RECREATION & TOURISM

## Volunteer Coaches Application

Year

In order to Coach or assist in any way with a Conway Parks & Recreation Youth Sports Team, interested Candidates must complete the following and then be approved by the Parks, Recreation & Tourism Director:

1. Volunteer Coaches Application
  2. Criminal Records Check Authorization
  3. Sign a Coaches Code of Conduct
  4. Attend a Mandatory Coaches Meeting.
  5. Head coaches must go through NYSCA Coaches certification program for each sport
- Note: Volunteer Coach Applications are valid for 1 year.

### PLEASE PRINT

Name \_\_\_\_\_  
*First Middle Last Preferred name*

Date of Birth \_\_\_\_\_ AGE: \_\_\_\_\_ (Must be at least 18 years of age to be a head coach.)

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

City \_\_\_\_\_ State \_\_\_\_\_ Zipcode \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Ext. \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

Place of Employment \_\_\_\_\_

Your Position \_\_\_\_\_ May we contact you at work if needed? \_\_\_Yes \_\_\_No

### COACHING INFORMATION

PLEASE CHECK THE SPORT(S) YOU ARE APPLYING TO COACH:

- |  |                                       |                                       |
|--|---------------------------------------|---------------------------------------|
| <input type="checkbox"/> Baseball      | <input type="checkbox"/> Basketball   | <input type="checkbox"/> Cheerleading |
| <input type="checkbox"/> Flag Football | <input type="checkbox"/> Football     | <input type="checkbox"/> Soccer       |
| <input type="checkbox"/> Softball      | <input type="checkbox"/> Other: _____ |                                       |

### PLEASE LIST YOUR ORGANIZED COACHING EXPERIENCE:

(Example NYSCA Certifications, Coaching Clinics, etc....)

---

---

If my application is accepted and I am approved to be a youth sport coach for Conway Parks, Recreation & Tourism, I agree to abide by all Rules and Regulations governing coaches and the program that I coach. I also agree to attend the mandatory Coaches meeting(s), appropriate coaches clinic(s) and adhere to the Coaches Code of Conduct. I understand that if I have any problems or concerns while coaching, I will talk with the Parks, Recreation & Tourism staff member that coordinates the sport I coach. I further understand that failure to adhere to the coach's code of conduct or violating coaching/sports rules may result in my suspension and/or dismissal as a Youth Sport Coach for Conway Parks, Recreation & Tourism. As an applicant, to be a volunteer Coach for Conway Parks, Recreation & Tourism, I hereby authorize the department to conduct a criminal records and background check. I understand that the disclosure of a record may result in automatic disqualification from coaching. Moreover, I hereby release Conway Parks, Recreation & Tourism from any civil or criminal liability whatsoever for seeking the requested information and for evaluating such information as it relates to my volunteer Coaching Application with the City of Conway. I understand the information received will be treated in a confidential manner. I agree to notify Conway Parks, Recreation & Tourism in the event charges are brought against me or if I am under investigation during my coaching tenure. I also understand that approval of a Background check does not imply that my coaching application will be approved. I understand that the designated Parks & Recreation staff has the authority to approve and deny coaching positions for the sport they coordinate. I hereby expressly acknowledge and agree that the Conway Parks, Recreation & Tourism Director may select and/or suspend/dismiss me as a Youth Sport Coach with or without cause and in his sole discretion.

\_\_\_\_\_  
*Applicant's Signature*

\_\_\_\_\_  
*Date*

**FOR STAFF USE ONLY**

- 1. Signed Application Received: \_\_\_\_\_ by: \_\_\_\_\_  
*Date*
- 2. Records Check Received: \_\_\_\_\_ by: \_\_\_\_\_  
*Date*
- 3. Date of Coaches Meeting Attended: \_\_\_\_\_ by: \_\_\_\_\_  
*Date*
- 4. Coaches Rules & Regulations Received: \_\_\_\_\_ by: \_\_\_\_\_  
*Date*
- 5. Sport Rules & Regulations Received: \_\_\_\_\_ by: \_\_\_\_\_  
*Date*
- 6. Code of Conduct Signed: \_\_\_\_\_ by: \_\_\_\_\_  
*Date*
- 7. NYSCA Coaches Certification Complete: \_\_\_\_\_ Yes \_\_\_\_\_ No By: \_\_\_\_\_

This applicant has been / has not been recommended for coaching position with Conway Parks, Recreation & Tourism.

\_\_\_\_\_  
Staff \_\_\_\_\_  
Date

Reason(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Based on recommendations, this volunteer has been **APPROVED / DENIED** as a coach for Conway Parks & Recreation.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
*Parks, Recreation & Tourism Director*

Volunteer was notified: \_\_\_\_\_ In Person \_\_\_\_\_ By Phone \_\_\_\_\_ By Letter  
Date: \_\_\_\_\_ By: \_\_\_\_\_