Dear Prospective Coach,

Thank you for your interest in becoming a coach in a BVRC youth sports program. Attached you will find several documents that must be completed, signed and returned to the BVRC.

The BVRC will be conducting criminal background checks on all coaches. In order for us to conduct a criminal background check, we must comply with numerous guidelines as outlined in the Fair Credit Reporting Act (FCRA). Please know that we will be requesting information only as it relates to a person's criminal background. **We will not be requesting any information as it relates to a person's financial background.**

We will use the email address that you provide on the application to send you the secure Background Questionnaire. You will get an email from the email address: automation@instascreen.net.

The BVRC will be conducting criminal background checks for the following reasons:
1) To keep the safety of our children a top priority.
2) To make an unwelcome environment for anyone who doesn’t put children’s needs first.
3) To keep people who have a history of inappropriate behavior or who are unfit to work with children out of our organization.
4) To select the “best” volunteers to coach.

You will need to have an approved background screening prior to beginning your coaching duties.

If you have any questions or comments, call the BVRC Sports Department at 913-685-6030.

Thank you again for your commitment to youth sports.

Please return all forms to:
Blue Valley Recreation, Sports Division
9701 W. 137th St., Overland Park, KS 66221
Telephone: (913) 685-6030
Fax: (913) 685-6031
[www.bluevalleyrec.org](http://www.bluevalleyrec.org)
BLUE VALLEY RECREATION
YOUTH SPORTS VOLUNTEER JOB DESCRIPTION

TITLE:
Volunteer coach for Blue Valley Recreation

DESCRIPTION:
Coach of male or female athletes between the ages of 4-17.
You will be considered a role model for young athletes assigned to your team.
Sportsmanship, fair play, and full participation are mandatory.

RESPONSIBILITIES:
Plan and supervise games, practices, and events.
Supervise assistant coaches, managers, or team parents.
Teach the young athlete the fundamentals of the sport.
Encourage the involvement of the parents in the sport.
Schedule and conduct parent and other necessary meetings.
Provide a safe and fun environment for the children.
Learn and follow all league rules, policies, and procedures.
Give each player equal playing time.
Put the feelings of the players ahead of your desire to win.
Attend all league functions and participate in league activities.
Treat all officials/umpires and league staff with respect at all times.

QUALIFICATIONS:
Successfully complete the application procedure and pass a background check.
Attend any scheduled coaching interviews or meetings.
Successfully complete the National Youth Sports Coaches Association (NYSCA) Certification Program prior to the beginning of the season.
Attend at least one coaching clinic.
Be enthusiastic.
Not want to win at all costs.
Must be patient, especially with children.
Be organized.
Be dependable.

INFORMATION: As a volunteer coach, you are treated by local, state, and federal law as being an unpaid employee of the agency in which you are associated with; therefore, you must conduct yourself in the same manner as you would your own job. In the same respect, you will receive the same treatment, aside from compensation and benefits, as the employees of Blue Valley Recreation.

Volunteer coaching is a privilege, not a right. BVRC reserves the right to remove you from this volunteer position based on inappropriate or unsportsmanlike behavior.

I agree that I have read and understand the above job description for a youth sports league coaching position, and that I accept the terms of the job description.

Applicant Signature: _______________________________________________________

Name (Printed): _____________________________________________________________

Date: ________________ Grade __________ Boys or Girls Team ________________

Please note: Failure to sign this page will render the application incomplete and unacceptable.
YOUTH SPORTS COACHES APPLICATION

All questions must be answered

Sport and Season Coaching ____________________________ □ Boys □ Girls

Your Child's School ____________________________

Grade Interested in Coaching _________ (current school yr.)

□ Head Coach □ Assistant Coach for ____________________ □ Either

(Name of Head Coach)

Name __________________________________________

Date ________________

Address

______________________________________________________________

Street ________________ City ________________ State __________ Zip

Telephone
(Home) ____________________ (Work) ____________________ (Cell) ____________________

E-mail Address (please print clearly) THIS WILL BE OUR MAIN FORM OF COMMUNICATION WITH YOU.

____________________________________________________________________

The BVRC will put the following information on their website and on hard copy to be distributed to participants, in order to assist in the formation of teams and communication between coaches and parents: Coaches Name and Home/Cell Phone Number. If you would prefer this information not be given out, you will need to notify the Program Coordinator in charge of your age division.

Briefly describe your coaching experience/background (all sports)

____________________________________________________________________

____________________________________________________________________

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