

**CITY OF LAS VEGAS RECREATION DEPARTMENT
VOLUNTEER COACH APPLICATION**

Equal Volunteerism Policy: It is the policy of the City of Las Vegas to recruit and employ qualified personnel without discrimination based on race, creed, color, religion, age, sex, national origin or disability at all of its facilities. The city is committed to providing equal volunteer opportunities (EVO) to all applicants.

(all information is strictly confidential)

Name: _____ Social Security Number _____

Address: _____ City _____ State _____ Zip _____

Phone: (H) _____ (W) _____ Email address _____

Current Employer: _____ How long? _____

AGE GROUP COACHING: _____ GIRLS/BOYS (circle one) TEAM ASSIGNED: _____

Have you ever coached for Las Vegas recreation program? NO IF YES/YEAR _____ SPORT: _____

Have you ever coached for another community program? NO YES WHEN? _____

What involvement or experience have you had teaching or coaching youth? _____

Please list three (3) references that are familiar with your character as it relates to working with youth:

NAME	ADDRESS	PHONE
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

Do you have any training in First Aid/CPR? NO YES, _____
(Certification)

Have you completed a coaches training class? NO _____ YES _____ which one? ACEP NYSCA
What Sport?

Have you ever been convicted of a felony? NO YES If yes, please explain: _____

Is there any fact or circumstance involving you or your background which may call into question your being entrusted with the supervision, guidance and care of young people? A yes answer will not automatically preclude you from volunteering. NO YES If yes, please explain: _____

READ THESE STATEMENTS CAREFULLY BEFORE SIGNING!

(If necessary, please ask for clarification.)

Public Law 91-508 requires that the City of Las Vegas advise you that an investigative consumer report, which provides information concerning your character and general reputation, may be used in the processing of your application. Upon written request, information as to the nature and scope of this report, if one is requested, may be provided.

I hereby authorize the City of Las Vegas and its representatives to make any legal investigation of my background deemed necessary to the City of Las Vegas.

Signature

Date

I hereby certify that all of the information provided on this application form is truthful, accurate, and complete. I understand that if I omit or misrepresent information that is requested in this application, I will not be considered for a volunteer position.

I also understand that if, after I have been given a volunteer position, this information is found to be incorrect, and my position will be terminated. I acknowledge that a volunteer coach position is temporary and the city, for any reason, can terminate my services at any time. I also understand that I may be terminated from this volunteer position for violating Code of Ethics and Code of Conduct pledge at any time.

Signature

Date

FOR FUTURE VOLUNTEERISM CONSIDERATION, YOU MUST RE-APPLY

For office use:

Date Received _____ PERSON RECEIVING APPLICATION: _____ (clerk initials)

Team Assignment _____ GRADE: _____

City of Las Vegas Abe Montoya Recreation Department

Volunteer Coaches Actions and Discipline

(please read carefully)

1. **UNSPORTSMANLIKE CONDUCT:** Unsportsmanlike conduct includes but is not necessarily limited to: profanity, intentional flagrant and/or violent fouls, taunting, trash talk, baiting, cheating, throwing or abusing equipment, verbal abuse, physical intimidation or abuse of an official or opponent, unauthorized leaving of a team bench area, fighting, dissent toward an official, opponent, and/or child participant, racial or ethnic slurs, inappropriate comments or actions, sexual harassment, profanity, obscene gestures striking or physically abusing an official, opposing coach, or player, intentionally inciting participants or spectators to violent or abusive action, using profane or unduly provocative language or action towards officials, staff, opponents, or spectators, being critical publicly of any game official, City of Las Vegas Recreation Department personnel, another team, spectators, players, and any acts of deceit. **This may include behavior before, during and/or after practices, scrimmages and games while still in a coaching capacity.**

DISCIPLINE:

- **LETTER OF WARNING:** A letter of warning will be issued to any coach, assistant coach, or player who displays unsportsmanlike conduct.
- Unsportsmanlike behavior during a game/practice/scrimmage etc, but not ejected will receive a letter of warning and probation status.
- Letter of warning is only received one time, and any repeat unsportsmanlike behavior displayed in this current sports program season will recommend suspension and immediate removal of volunteer coaching privileges. All decisions are final and at complete discretion of Rec dept.
- * **SUSPENSION: Unsportsmanlike conduct/profanity that initiates an ejection:** Any coach, assistant coach, or player ejected from a game for unsportsmanlike conduct for any reason that constitutes discipline action shall be:
 1. Placed on probation for the remainder of the season (letter of warning) and/or
 2. Suspension from at least one league game and/or
 - 3. Depending on infraction, possible suspension from coaching all youth sports organized by the City of Las Vegas recreation department for a period of one year and/or legal action may be pursued if necessary and/or
 4. Removal from City of Las Vegas Rec Dept sponsored programs for a minimum of one (1) year and further legal action may be pursued.

All decisions are final and at complete discretion of Recreation department.

I, (print) _____ hereby acknowledge that I have read and understand the above conduct consequences for volunteer coaches.

Signature: _____ Date: _____

**CONSENT TO RELEASE INFORMATION
& RELEASE FORM LIABILITY**

To Whom It May Concern:

I am an applicant for a volunteer position with the City of Las Vegas. The City needs to thoroughly investigate my employment background and personal history to evaluate my qualifications to hold the position for which I have applied. I have authorized the Department to gather all available information regarding my employment background, personal history, and other information, which may be of a confidential or privileged nature.

I, the undersigned, authorize you to furnish the City of Las Vegas any and all information, if needed, concerning me, including without limitation my work record, my background and reputation, my criminal history, including any and all arrest records and any information contained in investigator files, my medical records, my psychological testing and analysis plus recommendation, my military service records if applicable, my education background and records, my financial status, and such other information and records as you may have in your possession relating to me. Information is of a confidential and/or privileged nature and may be included in the materials you provide to the City of Las Vegas.

I hereby agree to release you and those who supplied you with the above information, your company or organization and the City of Las Vegas, its employees from any liability for any damage which may result from furnishing the requested information.

I understand my rights under Title 5, United States Code, Section 552a, the Privacy Act of 1974, with regard to disclosure of records, and I waive those rights with the understanding that information furnished will be used by the City of Las Vegas in conjunction with employment and volunteer procedures. I will make no attempt to gain access to the City of Las Vegas. The information attained will not be shared with Executive Services Department.

Volunteer Applicants Name (please print)

Date

Current Address

City, State, Zip Code

Social Security Number

Date of Birth

Volunteer Applicants Signature

Phone Number

LAS VEGAS RECREATION CENTER

Youth Sport Leagues

Coach Code of Conduct

1. I understand that this program is developmental in nature and therefore my focus will be on helping my players to improve their skills.
2. I understand that children improve their skills by performing them and therefore participation in practices and games will be a priority for every player on my team.
 - a. I will place player participation above a desire to win.
 - b. I will measure the success of the season by player improvement and not on win/loss record.
3. I understand that children look to adults, particularly to coaches, as role models, and therefore I will strive to be a good role model by;
 - a. Encouraging players to be the best they can and expecting them to behave appropriately at all times.
 - b. Be fair and impartial to each child
 - c. Never condone negative behavior, unsportsmanlike conduct or bad language; correct player immediately
 - d. never swearing or using off color remarks, especially to the children
 - e. never wearing clothes with tobacco, alcohol or "suggestive" related language on them
 - f. always treating other coaches, game referees and league officials with respect
 - g. learning / reviewing league and game rules and helping them to understand them too
4. I understand that parents look to coaches as leaders and therefore I will help my player's parents develop a healthy perspective about youth sports.
5. I understand that parents register their children to play, therefore I will make both player and parent happy by making sure that every child present and able to play does play.
6. I understand that like me, parents have busy schedules and therefore I will honor their commitments by starting and stopping practices on time and by keeping them informed about all schedule changes.
7. I understand that most children stop playing organized sports when it is no longer fun, therefore I will strive at all times to make all practices and games fun.
8. I understand that most of the participants in youth sports do not play at the middle school and/or high school varsity level or beyond, and therefore I will help my players enjoy this sport as part of the basis of an active and healthy lifestyle.
9. I understand that adult volunteers can be targets of allegations, and therefore I will protect myself by never providing rides for participants or being alone with an individual player in an unsupervised area.
10. I understand that as a City of Las Vegas recreation department volunteer I am a representative of the department and by extension the city and therefore I will strive to uphold the ideals outlined here. I understand there are consequences of my conduct and have signed the recreation departments actions form acknowledging consequences for negative actions.

SIGNED: _____ DATE: _____