

Sport’s League Coach

➤ Overview

The Sport’s League Coach prepares and instructs the children on how to play the sport, focusing on fair play and team spirit.

➤ Activities/Responsibilities

- Maintains contact list of sports team members.
- Maintains a list of emergency contacts of the team members.
- Coordinates and runs all scheduled practices and games.
- A list of all team practices and games must be given to the Pastor as well as circulated to all team members and their parents/guardians.
- Ensures that all team members have written permission and/or consent forms signed by their parents/guardians prior to joining the team.
- Teaches the team members the fundamentals of the game appropriate to their age level.
- Supervises the team members at all times during practices and games.
- Is present with at least one other adult volunteer during all practices and games.
- Is available to speak with parents/guardians regarding their children’s participation and progress.
- Ensures arrangements are made by the parents/guardians for the dropping off and picking up of the team members and communicated to the Sports Coach.
- Is available for meetings as required.

The Activities/Responsibilities listed above may not completely reflect the ministry performed at this parish. Please refer to the ‘Other Specifics’ box for duties that are specific to this parish.

Other specifics:

➤ Skills, Experience, and Qualifications

- Must be at least 18 years of age.
- Has been registered with the parish at least 2 years.
- Is recognized within the parish community as a person of good reputation.
- Has participated in a similar sport’s league for at least 2 years.
- Has appropriate knowledge and skills associated with the particular sport being played.
- Has appropriate leadership and facilitation skills.
- Has good organizational skills.

- Has an ability to relate and communicate effectively with others, especially children and youth.
- Has the ability to delegate and follow up.
- Must be flexible and tactful in relating to youth and their parents.
- In cases of emergency, knows contacts and/or procedures.

➤ **Personal Traits and Qualities**

- Desires to serve the community and to commit time and talents to this ministry.
- Honest, dependable and has a good sense of fairness.
- Is energetic and enthusiastic.
- Has a spirit of generosity and creativity.
- Is comfortable with being accountable and is sensitive to the observance of proper boundaries.

➤ **Orientation and Training**

Standard parish orientation program and training provided by previous Sport’s League Coach.

➤ **Participant Group**

Sports League players and their parents and/or guardians.

➤ **Support, Supervision, and Evaluation**

The Pastor is the first level of support, supervision and evaluation.

➤ **Length of Ministry Appointment**

___ year term.

➤ **Benefits and Working Conditions**

Will directly impact the social well being of the youth within the parish community.

Will further develop leadership skills.

Opportunity to perform community service and gain experience for the purpose of school or career advancement.

This is a volunteer position which requires a time commitment of ___ hours per week/ ___ hours per month.

Must be available to attend all regularly scheduled meetings.

Must be able to attend the orientation session and training sessions as required.

➤ **Screening Recommendations**

This is a High risk position.

Completion of a Volunteer Information Form is required.

An interview and personal reference checks are required.

A Criminal Record Check is required.

Training and orientation are required.

There will be supervision and periodic evaluations.

Participant follow-ups will be conducted.

This ministry position description accurately reflects the Ministry of Sport’s League Coach currently practiced at _____.
(Parish Name)

Parish Volunteer Screening Committee

Pastor

Date

Prepared by: Archdiocese of Toronto