



Coaches Packet

NFL Youth Flag Football League

Dear Volunteer Coach,

Thank you so much for considering coaching a team with Spokane Parks and Recreation! Our program relies on committed people like you from our community to provide a positive youth sport experience to our participants.

If you sign up to be a volunteer coach, we are counting on you to fulfill this commitment as it allows us to provide a quality experience for our customers. Participants can always request coaches and I will always do my best to make those request happen, If you know of anyone who is wanting to be on your team have them request you when they register.

In order to prepare for our season, we will have two mandatory virtual meetings:

COACHES COACHES MEETING: May 20th 2025 at 6pm.

PARENT MEETING: May 21st 2024 at 6pm.

Both meeting invites will be sent via email.

At both of these meetings, I will discuss important information about the league. The parents meeting will be a chance for you to meet your parents and players.

Through this volunteering experience, you have the unique opportunity to make a positive difference in the lives of the young participants in our program. It is important to stay upbeat and leave your life stresses behind. Your attitude can set the tone for the entire activity. In addition to the benefits you will be providing others, you most likely will grow from the volunteer experience.

I look forward to having you as a Volunteer Coach! And thanks in advance for enhancing our program.

Sincerely,

Carissa Ware

Athletic Programs

Recreation Supervisor

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VOLUNTEER EXPECTATIONS

As a volunteer of the City of Spokane Parks & Recreation, it is expected that you:

- Remember that **SAFETY** is of utmost importance. All equipment, activities and program areas must be presented and maintained in a safe, secure manner. Be proactive with potentially dangerous situations and be aware of your surroundings.
- Maintain a cheerful and friendly attitude. Be active and willing to interact with the participants, staff and parents at all times.
- Be a team player. Take the initiative to help, assist or share information with other volunteers and program staff as needed.
- Volunteers are not permitted to administer any form of first aid procedures. If a first aid situation occurs please alert the program staff immediately. (If a volunteer is current with their First Aid/CPR, a copy of the certification must be on file to administer first aid of any kind.)
- Volunteers are never to be alone with participants.
- Communicate with program supervisor when you can volunteer and if you are unable to volunteer a scheduled day please call the Recreation Office at 498-9250 as soon as possible.
- Absolutely no physical contact with any participant (high fives are ok).
- There is to be no alcohol, drug or tobacco use during or before volunteer hours.
- No suggestive talk, flirting and swearing.
- Please, no personal cell phone use by volunteers unless it's an emergency.
- If you want to help at programs beyond your scheduled hours please get pre approval by the Coordinator and/or Director.
- No friends stopping by to see you at work unless pre-approved by Coordinator and/or Director.
- Do not advocate for any personal, political or religious views.
- Remember, your conduct and attitude on and off the site reflects on our program. You must act as a positive adult role model with participants and other volunteers.

Volunteer Duties:

- Know and understand all program policies, procedures, rules and philosophies.
- Keep track of volunteer hours and submit to program supervisor.
- Assist in supervising volunteers and participants.
- Demonstrate and maintain a cheerful and positive attitude and create a supportive environment for youth, co-workers and parent/guardians alike.
- Provide consistent enforcement of program rules and consequences. Follow the same rules as the participants.
- Take a proactive and positive approach towards addressing problems and issues. If you are unclear about something, ask questions to be sure you receive accurate information.
- Communicate with supervisors, recreation office, parents, school staff and recreation staff alike.
- Keep facility and supplies in good order and condition. Report any/all facility problems or broken equipment to your site supervisor in a timely manner.
- Be willing to recognize your own limitations and ask for assistance from the Site Supervisor, Coordinator and/or Director.

At no time should you take your eyes off your group of participants.

Coaches Code of ethics

I hereby pledge to live up to my certification as an NYSCA member coach by following the NYSCA Coaches' Code of ethics.

- I will place the emotional and physical well-being of my players ahead of a personal desire to win.
- I will treat each player as an individual, remembering the large range of emotional and physical development for the same age group.
- I will do my best to provide a safe playing situation for my players.
- I will promise to review and practice the basic first aid principles needed to treat injuries of my players.
- I will do my best to organize practices that are fun and challenging for all my players.
- I will lead by example in demonstrating fair play and sportsmanship to all my players.
- I will provide a sports environment for my team that is free of drugs, tobacco, and alcohol, and I will refrain from their use at all youth sports events.
- I will be knowledgeable in the rules of each sport that I coach, and I will teach these rules to my players.
- I will use those coaching techniques appropriate for each of the skills that I teach.
- I will remember that I am a youth sports coach, and that the game is for children and not adults.

I hereby pledge to adhere to the NYSCA Coaches Code of Ethics and fully understand if I do not uphold them I will be held accountable for my behavior, leading up to revocation of my membership, as outlined in the Accountability and Enforcement Policies enforced by the local chapter of the National Alliance for Youth Sports.