**Volunteer Coaches Manual**



2441 SW Canal Blvd

Redmond, OR 97756

541-548-7275 Pool

**Youth Sports Coordinator: Kris Davis**

Email:  [kris.davis@raprd.org](mailto:kris.davis@raprd.org)

Cell: 541-977-6140

**Recreation Manager: Mike Elam**

Cell: [mike.elam@raprd.org](mailto:mike.elam@raprd.org)

Office: 541-815-9557

**Facilities Supervisor: Christian Bingham**

Cell: 541-771-0552

**Sports Department Website:**

<http://teamsideline.com/Redmond>



**Mission**

Redmond Area Park and Recreation District promotes recreation and provides

facilities for the enjoyment of recreational pursuits while maintaining wise

stewardship of our available resources.

Redmond Area Park and Recreation District Youth Sports Programs provide a positive and quality experience in sports participation based on four goals:

1. **Everyone Plays:** Players are required to play 50% game-time over the course of the season. Each player should receive one “start” throughout the season.
2. **Positive Coaching:** We encourage our coaches to make the extra effort to understand and offer positive help to our players, rather than negative criticism.
3. **Good Sportsmanship:** We create and promote a positive environment based on mutual respect, rather than a win-at-all costs attitude. We want all participants to learn good sportsmanship and have fun while playing in a controlled atmosphere.
4. **Understanding Fundamentals:** We want the participants to learn the rules and fundamental skills of the sport they are participating in through practice and game situations.

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**Volunteer Coach Job Description**

**Job Title:** Volunteer Coach

**Responsible To:** Youth Sports Coordinator

**Scheduled Times:** Various times during the week and Saturdays.

**Practice:** One – two nights per week, practices will last about an hour.

**Games:** Usually held on Saturdays, the approximate length of game time is one hour.

**Length of Season:** 5 – 8 weeks. .

**Job Summary:** Volunteer position; coach, instruct and lead a group of 5 – 15 children (depending on the sport and age) in agreed upon youth sport activity.

**Coaching Expectations**

* Respect and Encouragement
* Positive Mentorship
* Clear, Consistent Communication
* Knowledge of and Investment into Players

**Concussion Recognition Management**

All coaches, co-coaches and assistant coaches must have a current certificate on file before being allowed on the field with players. Certifications last for one year.

**Concussion training:** <http://www.cdc.gov/headsup/youthsports/training/index.html>

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**Safety**

**Participant:** During program hours it is the responsibility of the designated volunteer coach to remind participants about their own safety and to be aware of situations that might be a potential threat. The volunteer coach needs to inspect and make sure all equipment being used is in proper working order.

**Facility:** Designated volunteers are responsible for the safeness of the facility and equipment which is used for the program. Immediately Report any damage or unsafe situations to RAPRD Youth Sports Staff.

**First Aid:** Have a first aid kit along with a plan which outlines proper emergency procedures at every practice and game.

**Blood:** If a participant receives an injury where blood is present, do not touch the blood or injury; hand the participant any medical supplies that are available for use. Let the participant clean and bandage their own wound.

**Reporting** Accident Reports are to be filled out whenever there is an accident during one of the Districts Recreational Programs. When reporting, please complete each section thoroughly, giving as much detail as possible. These injury reports should be turned into the Youth Sports Coordinator within 24 hours of the accident.

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**Inclusion Department**

When working with Children with disabilities in youth sports it is important to do the following:

* If you have any questions or concerns, please call our Inclusion Recreation Coordinator.
* It is highly important to keep information confidential. We release this information to coaches and have training available to receive help in working with kids and disabilities.
* Sometimes participants are not registered with therapeutic needs and may have a disability. We cannot speculate and/or discuss this with parents if the information has not been given to us.

**Supervision and Support**

The Youth Sports Staff is available to discuss any concern or difficulties throughout the coaching period. Program surveys are handed out at the end of the season please take the time to give us your reflections of the season. Your input is very valuable and much appreciated.

**Returning Equipment & Coaches Refunds**

Any uniforms, keys, first aid kits, sports equipment, player assessment forms, etc, must be returned to RAPRD the week following your last game to receive a refund. Equipment may be turned in with our facility supervisor upon completing your last game.

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**Game Day Operations**

**Single Games:**

* **Games start at designated time**
* **20 minute running halves**
* **5 minute half times**
* **Substitutions are allowed at any stoppage of play**
* **No free throws**

**Double Headers:**

* **Games start at designated time but can start earlier with agreement from each team**
* **15 minute running halves**
* **5 minute halftimes**
* **Substitutions are allowed at any stoppage of play**

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**Game Day Operations**

**Conventional Basketball Rules will be observed apart from the following:**

* **No stealing from behind**
* **No free throws**
* **Double-dribble and traveling will be called sparingly in the beginning of the season**
* **Timeouts are allowed but clock remains running**
* **No timeouts in the last two minutes of play**
* **No full court press**

**Seasonal Operations**

**Pre-K, Kinder and 1st/2nd Grade Boys and Girls**

Saturday Game-days are played at Tom McCall Elementary School. PreK 3v3, Kinder 4v4 and 1st/2nd 5v5

* November 5 Hugh Hartman Elementary School
* November 12 Hugh Hartman Elementary School
* November 19 Hugh Hartman Elementary School
* December 3 Hugh Hartman Elementary School
* December 10 Hugh Hartman Elementary School
* December 17 Hugh Hartman Elementary School

**PreK:**

The Pre-K league focuses on positive social interactions and basic fundamental skills. All Pre-K teams are co-ed. Teams practice once a week.

Games are 3v3, three players on each team, on a condensed court, with appropriately sized Grow-to-Pro hoops. RAPRD provides jerseys, parents are asked to provide a *mini size basketball.*

**Kinder:**

Kindergarten basketball is a fun, positive and interactive experience for children wanting to learn how to play basketball. All kindergarten teams are co-ed. Teams practice once a week.

Games are 4v4, four players on each team, on a condensed court, with 8’ hoops. RAPRD provides jerseys, parents are asked to provide a *size 27.5 basketball.*

**1st/2nd Grade:**

The 1st & 2nd grade leagues focus on basic skill development, positive social interaction and team building. Teams practice once a week.

Games are 5v5, five players on each team, on a condensed court with 8’ hoops. RAPRD provides jerseys, parents are asked to provide a *size 27.5 basketball.*

**3rd/4th and 5th/6th Grade Boys and Girls**

**Conventional Basketball Rules will be observed**

Saturday Game-days are played at Elton Gregory Middle School. 5v5

* January 14 Sage Elementary School
* January 21 Sage Elementary School
* January 28 Sage Elementary School
* February 4 Sage Elementary School
* February 11 Sage Elementary School
* February 18 Sage Elementary School

**3rd/4th Grade and 5th/6th Grade:**

Teams play 5v5 on a full sized court. This recreational league focuses on fundamental development, teamwork and positive

sportsmanship. RAPRD provides referees and jerseys. 3rd & 4th grade parents are asked to provide a *size 27.5 basketball*.

5th & 6th grade parents are asked to provide a *size 28.5 basketball.*