



## MT. PROSPECT PARK DISTRICT - YOUTH ATHLETIC HOUSE LEAGUE VOLUNTEER COACH TRAINING & REIMBURSEMENT PROGRAM

***The Mt. Prospect Park District requires volunteers to help run our youth athletic house leagues successfully. We will now REQUIRE coaches to complete an online training (paid for by the park district) and coaches (1 manager/head coach & 1 assistant coach per team) will receive \$25 gift card reimbursement (at the end of season).***

Volunteers are instrumental to the success of our leagues by acting as a team coach (or assistant) and teaching the sport skills as well as the values of teamwork, fair play, and how to win as well as lose with grace and dignity while following Mt. Prospect Park District rules.

### I. WHAT'S EXPECTED FROM A VOLUNTEER COACH?

1. Genuine interest in the skill development of each participant.
2. Knowledge of or willingness to learn the specific sport including rules and strategies.
3. Complete all necessary personnel forms including criminal background check with the Mt. Prospect Park District.
4. Complete NAYS Coach's training for specific sport and adherence to all NAYS guidelines.
5. Ability to attend and lead a team at all scheduled games, as well as organize and administer effective practices.
  - a. Coaches are expected to make the commitment and be present for all practices and games throughout the season. If a coach is unable to attend a majority of practices or games, he or she must contact the League Coordinator in advance. A Mt. Prospect Park District approved assistant coach may take the team in the head coach's absence.
6. Ability to frequently communicate with League Coordinator, players, team parents, officials, and staff. Needs to notify the League Coordinator of any issues that arise.
7. Adhere to Mt. Prospect Park District league rules and policies, including implementing the equal playing time rule for all players in an appropriate and effective teaching/coaching manner.
8. Administer first aid when necessary, complete proper accident report form, and submit form to Mt. Prospect Park District within 24 hours of the incident.
9. Ensure parents, spectators, and assistant coaches exhibit sportsmanlike behavior before, during, and after all practices and games.
10. When needed, assist with field maintenance set up.

## II. TRAINING/RESOURCES

1. [National Alliance for Youth Sports](#) Coach's Online Training - **REQUIRED**
  - a. 1 Manager/Head Coach & 1 Assistant per team will be asked to complete this online training. It will be paid for by the Mt. Prospect Park District.
  - b. Coaches are required to complete:
    - i. Section I - Coaching Youth Sports
    - ii. Section II - Basic Youth Sports Safety and First Aid Training
    - iii. Section III - Sport Specific Training
  - c. There are additional free training sessions for areas such as Concussion, Protecting Against Abuse, Bullying Prevention, Mental Health Challenges & Cardiac Arrest which are all highly recommended.
2. [Mojo App](#) - We recommend for all coaches (first time or experienced) to use the FREE Mojo app to help them plan practices and for additional resources on drills. This app allows coaches to set up age appropriate practices with tutorial videos, list of equipment needs & step by step instructions.
3. Visit our Coach's Resources webpage for your specific sport on [MPPD Team Sideline](#).
4. The MPPD Athletic Department also recommends the USA specific sport courses (USA Basketball, USA Baseball, etc).

## III. CRITERIA FOR YOUTH ATHLETICS VOLUNTEER COACH REIMBURSEMENT

Coaches who complete the following requirements receive \$25 reimbursement at the completion of the season (normally distributed on the designated equipment return day):

1. Coach must attend and complete all scheduled meetings (coaches' meeting, coaches training, etc.)
2. Coach must attend 90% of all scheduled practices and games.
3. Coaches must complete NAYS Coach's Training and follow all NAYS guidelines. Any coach receiving disciplinary action may not be eligible for a refund.
4. Coach must follow the Park District philosophy of "participation for all" and keep winning in perspective.
5. Coach must return all Mt. Prospect Park District issued equipment in working condition prior to the provided deadline.

***If the coach is unable to attend a meeting (due to work or other commitments), staff may consider exceptions on an individual basis.***