

YMCA OF THE CAPITAL AREA
Volunteer Coach Position Description

Position: YMCA Volunteer Coach

Department: Sports

Supervisor: Sports Director/Sports Coordinator

Purpose of Position

To ensure the mission of the YMCA is carried out while teaching sport-specific techniques in a safe, courteous, and knowledgeable manner.

Position Specific Responsibilities and Requirements:

- Attend coaches' meetings when organized by the Sports Director/Coordinator.
- Arrive for practices and games prepared and on time.
- Attend all required training and scheduled meetings.
- Treat youth, coaches, officials, parents, and staff with dignity and respect.
- Provide for a safe and fun-filled experience.
- Always conduct yourself with dignity and professionalism.
- Ensure all youth play an equal amount at games and practices.
- Direct concerns and constructive ideas to the Sports Director/Coordinator.
- Have knowledge of sport-specific rules and regulations regarding applying rules to game situations and practice activities.
- Knowledge of proper emergency procedures in the event of an emergency.
- Maintain an open line of communication with the Sports Director/Coordinator regarding any issues.
- Maintain a strong communication system with all team parents regarding practice/game times and locations.

Coach Signature

Date

Coach Printed Name

YMCA OF THE CAPITAL AREA

Volunteer Coach Contract

I understand that my responsibilities as a youth coach are of great importance and that my actions have the potential to significantly influence the youth athletes whom I coach. Therefore, I promise to uphold the following rights of young athletes to the best of my ability.

Everyone has the RIGHT TO:

- Participate in sports
- Play as a child, not as an adult
- An equal opportunity for success
- Have fun in sports
- Share in leadership
- Have qualified leadership
- Participate in a safe environment
- Be treated with dignity
- Proper preparation in sports

VOLUNTEER COACH CODE OF ETHICS

1. I will treat each player, opposing coach, official, parent, staff, and administrator with respect and dignity.
2. I will do my best to learn the fundamental skills, teaching and evaluation techniques, and strategies of my sport.
3. I will become thoroughly familiar with the rules of my sport, league, and facility guidelines.
4. I will become familiar with the objectives and communicate them to my players and their parents.
5. I will uphold the authority of officials who are assigned to the games in which I coach, and I will assist them in every way to conduct fair and impartial competitive contests.
6. I will conduct my practices and games so that all my players have an opportunity to improve their skill level through active participation.
7. I will cooperate with the administration of our organization in enforcement of rules and regulations, and I will report any irregularities that violate sound competitive practices.
8. I will protect the health and safety of my players by insisting that all activities under my control be conducted for their psychological, and physiological welfare, rather than for the vicarious interest of adults.

I promise to conduct myself in accordance with the YMCA Code of Ethics for Volunteer Coaches and abide by the Coaches Contract.

Coach Signature

Date

YMCA of the Capital Area

Volunteer Application

Name: _____ Sex: _____ Date of birth: ____/____/____

Social Security #: ____ - ____ - ____ Occupation: _____

Address: _____ City: _____ State: ____ Zip: _____

Home Phone #: _____ Work Phone #: _____

Cell Phone #: _____ Email Address: _____

Have you worked with children between the ages of 3 and 14 before? _____

What is your experience working with youth? _____

Type of Volunteer Position you are applying for: (check one)

Coach _____ Official _____ Counselor _____ Other (describe) _____

Have you volunteered for a YMCA in the past? _____ Which Y? _____

Describe your specific skills, characteristics, experience and/or certifications that will help you succeed as a YMCA Volunteer _____

EDUCATION	NAME AND LOCATION OF SCHOOL	*NUMBER OF YEARS ATTENDED	*DID YOU GRADUATE	SUBJECTS STUDIED
HIGH SCHOOL				
COLLEGE				
TRADE, BUSINESS OR CORRESPONDENCE SCHOOL				

List (3) References: (NOTE: (1) reference must be a family member)

Name: _____ Phone#: _____ Relationship _____

Name: _____ Phone#: _____ Relationship _____

Name: _____ Phone#: _____ Relationship _____

Have you ever been convicted of a felony or misdemeanor? (circle one) yes no

If yes, please explain _____

Days and times you are available to volunteer:

Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
From							
To							

If volunteering for service hours, please provide the number of hours that you are required to meet:

I understand that this application does not guarantee that I will be selected as a volunteer with the YMCA. All of the information given above is true to the best of my knowledge and any false information may cause the suspension of my obligations as a YMCA Volunteer. I understand that the YMCA reserves the right to conduct reference and background checks through law enforcement agencies.

Volunteer Applicants signature

Date

YMCA Staff signature

Date

YMCA OF THE CAPITAL AREA

Coaches' Information

NAME: _____

EMAIL: _____ CELL: _____

SPORT: _____

TEAM COLOR (LIST TOP 3): _____

COACH SHIRT SIZE (CIRCLE ONE): AS AM AL AXL AXXL A3XL A4XL

AGE DIVISION YOU WANT TO COACH: _____

HOME BRANCH: _____

PRACTICE NIGHTS (TOP 3): _____

PRACTICE TIMES (TOP 3): _____

ALL COACHES MUST COMPLETE THE ONLINE CONSUSSION TRAINING ON AN ANNUAL BASIS. ONCE COMPLETE, PLEASE EMAIL THE CERTIFICATE TO THE SPORTS DIRECTOR/COORDINATOR AT YOUR YMCA HOME BRANCH.

cdc.gov/heads-up/index.html

YMCA of the Capital Area

Child Abuse Prevention Handbook Acknowledgement Form

I hereby acknowledge that I have received a copy of the YMCA of the Capital Area's Child Abuse Prevention Handbook, revised as of May 2, 2025. I understand that it is my responsibility to read and familiarize myself with the policies, procedures, and guidelines contained within the handbook.

By signing below, I agree to abide by the policies and procedures outlined in the handbook. I understand that the handbook is intended as a general guide to the company's policies and that it does not constitute an employment contract or guarantee of employment.

I further acknowledge that the YMCA of the Capital Area reserves the right to revise, modify, or amend the handbook at any time, and I will be responsible for reviewing any updates or changes communicated to me.

Name (please print): _____

Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____