



VOLUNTEER APPLICATION

Personal Information

Name: Last First Middle Initial

Address: Street Address City Postal Code

Phone: Home Cell/Work Text OK Birthdate:

Email Address(es)

Shirt Size S M L XL 2XL 3XL 4XL 5XL

How did you hear about us?

Background/Employment?

Tell us why you want to Volunteer?

References - Please provide us with 2 references:

1) Name eMail Address Phone No

2) Name eMail Address Phone No

Emergency Contacts - Please provide us with 2 Emergency Contacts:

1) Name eMail Address Phone No

2) Name eMail Address Phone No

Food Allergies - Please add food allergies for our awareness at Special Events:

Volunteer Availability

Baseball Coach Buddy Grounds/Setup Jr / Sr
Fall /Winter Program Coach Assistant
Other Admin Committee Coordinator Special Events

Comment or additional information:

HCSA provides the opportunity for challenged youth and adults to enjoy the physical and social benefits and the challenges of participating in team sports at recreational or competitive skill levels. For additional information, view our website at https://www.hamiltonchallengersports.ca/ or email us at hcsa.connect@gmail.com

Canadian Charitable Corporation Number 88761 2968 RR0001

HCSA Mailing Address: Hamilton Challenger Sports, 558 Upper Gage Ave. Unit 2 Suite 245. Hamilton, ON. L8V 4J6

Consent for use of Personal Information

1. I grant permission to HCSA to photograph and/or record my image and/or voice and to use this material to promote the HCSA and Challenger Canada through the media of newsletters, websites, television, film, radio, print and/or other form. I understand I waive any claim to remuneration for use of audio/visual materials used for these purposes.

Acceptance of Terms and Conditions

2. I am aware of Challenger Canada and HCSA's bylaws, policies, rules and regulations and agree to abide by them and to be bound by them.

3. CONSENT FOR USE OF PERSONAL INFORMATION

I authorize Challenger Canada and HCSA to collect and use personal information about me for the purpose of receiving communications from Challenger Canada and HCSA. I understand that I may withdraw such consent related to receiving communications at any time by contacting HCSA's Volunteer Coordinator @ hcsa.connect@gmail.com or by mail to:

Attention: Volunteer Coordinator
Hamilton Challenger Sports Assoc.
558 Upper Gage Ave.
Unit 2, Suite 245
Hamilton, ON, L8V 4J6

The Volunteer Coordinator will advise the implications of such withdrawal.

*We do not sell or distribute your personal information to any other third party not listed herein.

I am aware of HCSA policies, rules and regulations and understand that;

4. HCSA activities and volunteer actions must be consistent with HCSA's Mission Statement and Goals
5. As a volunteer working with physically and developmentally challenged players, I am subject to a thorough background check including criminal history
6. Any action inconsistent with the Code of Conduct or failure to take action mandated by the Code of Conduct may result in my removal as a volunteer.

HCSA PHOTO CONSENT

I authorize Hamilton Challenger Sports (HCSA) to use photographs, video and other media image provided for any HCSA promotional, educational or other pertinent uses. These images may include, but are not exclusive to, club, coach, athlete and/or parent, and/or volunteer submissions by various member associations of HCSA. I agree that HCSA may use name, likeness, or information supplied by the undersigned. The undersigned releases and forever discharges HCSA and their respective officers and employees from any and all claims and demands arising out of or in connection with the use of said photographs / recordings, including but not limited to, any claims for invasion of privacy or defamation.

Signature: _____ Date: _____ Parents

Signature: _____
(Volunteers under 18)

HCSA Administration Use: Approved: _____ Orientation Date: _____



POLICY NO. 3

**POLICY TITLE:
Volunteer Code of Conduct and
Responsibilities**

Volunteer Code of Conduct and Responsibilities

Purpose

This policy outlines the expectations and responsibilities of volunteers of Hamilton Challenger Sports Association (HCSA). It provides guidance on what is expected of them during their involvement in HCSA events, activities, program, or at any other time that the volunteer may be viewed as being affiliated or representing HCSA. Volunteers play a vital role in supporting HCSA's mission, and this policy ensures they understand their role in fostering a positive, inclusive experience for all players, participants, families, and staff.

Scope and Application of this Policy

This policy applies to individuals who volunteer with HCSA from the moment they begin their volunteer role until they cease to be a volunteer with the organization.

Expectations

A volunteer shall:

- Uphold the mission, vision and values of Hamilton Challenger Sports Association
- Maintain high standards of conduct
- Avoid profane or abusive language
- Abstain from the use of alcoholic beverages, tobacco and cannabis products and/or illegal substances, or the influence of these products, while participation in any HCSA activities.
- Abstain from all illegal activity.
- Comply with all policy and behavior guidelines
- Respect the guidance and decisions of HCSA leadership and fulfill duties as requested
- Respect others regardless of position
- Act in a responsible manner at all times
- Contact Leadership for assistance with unresolved behaviour issues with players/participants or concerns with other volunteers
- Notify the HCSA Leadership if I am unable to fulfill duties
- Promote safe practices in all activities
- Watch for hazards and report any unresolved issues to a board member
- Immediately pause or cancel play in the event of lightning
- In the event of injury or illness, volunteers must notify the caregiver. Volunteers are not expected

to administer medical treatment beyond basic comfort and seeking help

- Engage in discussions and actions that:
 - Are for operation of activities and betterment of the association
 - Are for the ultimate benefit of the members
 - Are aligned with the HCSA Mission Statement and Goals
 - Sensitive issues are kept in the strictest confidence
 - Encourage non-confrontational leadership
 - Give clear directions
 - Lead in a responsible, patient and motivational manner
 - Defuse conflict by focusing on the issues
 - Use positive reinforcement rather than criticism, competition, or comparison
 - Treat others with courtesy, sensitivity, tact, consideration and humility
 - Have respect and empathy when interacting with all participants and spectators
 - Refrain from inappropriate language and behavior; absolutely no use of profanity
 - Refrain from careless, callous and unsympathetic behaviour
 - Refrain from hitting, spitting or harming any participant, volunteer or spectator
 - Respect the cultures, beliefs, opinions and decisions of others
- Use physical contact only when necessary to support safe participation in a respectful and appropriate manner
(eg. Guiding, spotting, or stabilizing a player)

Volunteers will NOT:

- Pose any health risk to players (i.e., by attending events with fevers or other contagious illnesses)
- Engage in any form of physical punishment, rough handling or inappropriate touch
- Humiliate, ridicule, threaten or degrade any player
- Touch a player in a sexual or other inappropriate manner
- Use any discipline that frightens or humiliates a player
- Use profanity in the presence of any player

Roles and Responsibilities

Volunteers are responsible for planning, leading and executing positive, adaptive and fun challenger sports programming each week. An HCSA sport volunteer is a person who is actively engaged in their roles for 75% of the scheduled weeks (rainouts excluded, exceptions only at the discretion of the Volunteer Committee and in accordance with human rights obligations).

Setup/Teardown

- Arrive a half hour before scheduled game times
- Take equipment bags from sheds, storage and distribute to proper diamonds and/or play area
- Hang banners and signs around the park on diamonds and fences
- Ensure coaches and buddies have everything they need throughout the game time
- At the end of each game, put equipment in bags, and put bags in sheds/storage area.
- Ensure sheds/storage area are in order, then lock them for the evening

Coach

- Arrive on time and ensure everything is in place for a successful game
- Coordinate team batting/playing orders, positions and game scoring
- Provide light instruction/drills to younger players during practices

- Communicate with the team regarding weekly schedule and changes
- Encourage players and provide a fun and supportive team environment

Coach's Assistant

- Assist and support the head coach in all manners as listed above
- If the head coach isn't available, the coach's assistant will take over as head coach

Buddy

- Assist players with selecting equipment and being prepared for playing (eg. Batting, fielding, shooting, throwing etc.)
- Assist players while playing (eg. Batting, on the base paths or court by walking/running with them)
- Assist players on playing area (eg. fielding and throwing the ball, throwing boccie ball, shooting basketball, throwing curling rock etc.)

Equipment Manager

- Keep equipment organized and easily accessible during game time
- Help players with selection of equipment (eg. helmets and bats)
- At the end of each game, clean and inspect the equipment and place in equipment bags, ensuring all equipment is accounted for.
- Request replacement of lost or damaged equipment