

## **VOLUNTEER COACH POLICY**

The purpose of this policy is to assure that the City of Napoleon, Ohio, recruits, engages and maintains for City operated or sponsored recreation programs qualified volunteer coaches and other volunteer personnel that work closely with children. For the purpose of this Policy, paid league commissioners and other contracted personnel, except umpires, referees, and game officials, shall be construed as volunteer personnel.

### **Policy 1.1 Background**

The Parks and Recreation Director shall cause to have necessary background checks done on all volunteer coaches and other volunteer personnel as practical, what constitutes practical being in the sole discretion of the Director. Applicants shall cooperate with the Director in having such background checks conducted including, but not limited to, executing the necessary releases and granting the authorization for fingerprinting and background investigations.

### **Policy 1.2 Qualifications**

No person shall be eligible to be a volunteer coach or other volunteer personnel for the City of Napoleon or any of the City's operated or sponsored programs, as well as youth programs using City owned facilities, unless he or she is at least 16 years of age and of good moral character and possess adequate knowledge or the willingness to acquire the adequate knowledge of the sport in which he or she coaches or volunteers. Such person shall be disqualified as a volunteer if found to be convicted of any felony type crime, any drug offense, act of violence, theft offense, or sex offense, regardless of the degree; finally, such person shall be free from alcohol impairment and illegal drugs use.

### **Policy 1.3 Judge of Qualifications**

The Parks and Recreation Director shall be the sole and final judge of the qualification of the City operated or sponsored volunteer or coaches or other volunteer personnel, as well as the sole and final judge in determining if there has been a violation thereof. Any Coach or other volunteer who ceases to possess, or who violates, any of the qualifications set forth in this Policy shall be required to forfeit his or her position.

### **Policy 1.4 Appeals**

Any coach or other volunteer adversely affected by the decision of the Parks and Recreation Director and Parks may appeal his or her decision to the City Manager. The City Manager shall only determine whether or not the Director's decision was unreasonable, arbitrary or capricious at which time it may uphold or rescind the decision of the Director.