



# Volunteer / Coaching Requirements and Background Screening

In an effort to ensure individuals that participates in any youth event sponsored by the city is protected to the best of our knowledge and ability, a comprehensive background and screening check will be conducted on coaches and volunteers.

Coaches and volunteers participating in youth athletic programs must complete and pass a comprehensive background check in order to serve and participate in city youth programs **prior to the start of the first practice** in addition to the following:

- Volunteer Coach registration form – must be completed each season
- COVID acknowledgement protocol form
- Background check (10 year statewide criminal and sex offender registry) conducted annually

If during the background check, any individual should be found guilty of the following shall be disqualified from coaching and or volunteering.

- Sex offenses - all **sex offenses regardless of the amount of time since offense or level of offense including but not limited to:**
  - Child molestation
  - Rape
  - Sexual assault
  - Sexual battery
  - Sodomy
  - Prostitution
  - Solicitation
  - Indecent exposure

➤ Felonies - all **felonies regardless of the amount of time since offense including, but not limited to:**

- Murder
- Manslaughter
- Aggravated assault
- Kidnapping
- Robbery
- Aggravated burglary
- Drug offenses
- Theft
- Embezzlement
- Fraud
- Child endangerment

➤ Misdemeanors or felonies - offenses **within the past 10 years including but not limited to:**

- Simple assault
- Battery
- Domestic violence
- Hit and Run
- Drug possession
- Possession of drug paraphernalia
- Theft of any degree

➤ Other related offenses - within **the last 5 year including but not limited to:**

- Driving under the influence
- Drunk and disorderly conduct
- Public intoxication
- Contributing to the delinquency of a minor
- Providing alcohol to a minor

Guilty by definition of the city includes that a person was found by guilty following a trial, entered a guilty plea, entered a no contest plea accompanied by a court finding of guilt (regardless of adjudication) or received court directed program in lieu of a conviction. Certain infractions although not found guilty at the time, may qualify for dismissal of participation in volunteering. The city reserves the right to prevent volunteers' participation when management feels it is in the best interest of the program and or participants. Updates of program criteria may be revised periodically to ensure the best practices.

Individuals found to have pending court cases for anything therein of this policy will be considered a disqualifying event. **Any volunteer coach and other volunteers that should have a pending case are to immediately report the information to the Director of Park & Recreation.**

Applicants for any volunteer position shall provide written consent by acknowledgement of this form for a criminal background check and sex offender check to be completed as deemed necessary throughout the time affiliated with this organization.

Any person(s) with disqualifying offenses and disqualified from volunteering will be contacted and provided a right to receive a copy of the background received from the reporting agency. Any person, firm or organization providing information or records in accordance with the background screening process is released from any and all claims of liability for compliance. Such information will be held in confidence in accordance with departmental, firm and organization guidelines.

Jim Hamm Parks Director

Park & Recreation Representative