



Salt Lake County Recreation Volunteer Description

Volunteer Youth Sports Coach

DEPARTMENT: Community Services

DIVISION: Recreation

EFFECTIVE DATE: 5/15/17

JOB SUMMARY The Youth Sports Coach Volunteer position is a non-paid volunteer position. The Youth Sports Coach are expected to attend all practices and games as well as all training sessions provided by Salt Lake County Recreation. Youth Sports Coaches are mandated to abide by all Salt Lake County Recreation Policies and Procedures including the Salt Lake County Recreation Standards for Youth Sports Programming. In addition, Youth Sports Coaches are considered a role model and mentor to all that he/she comes in contact with. Provide a safe learning environment that keeps the needs of the participants in perspective.

MINIMUM QUALIFICATIONS The Youth Sports Coach must successfully complete the application procedures and pass a background check. Must be a minimum of 18 years of age to coach youth ages 3-18 (or minimum of 16 years old with adult supervision/involvement).

ESSENTIAL FUNCTIONS

The following duties and responsibilities are intended to be representative of the work performed by the incumbent(s) in this position and are not all-inclusive. The omission of specific duties and responsibilities will not preclude it from the position.

Applicants must be prepared to demonstrate the ability to perform the essential functions of the job with or without a reasonable accommodation.

- Plan and supervise games, practices, and events
- Supervise assistant coaches, players, and parents before, during, and after games, practices, and events
- Teach the fundamentals of the sport/program
- Encourage the involvement of parents
- Work with the Salt Lake County Programming Staff—Site Supervisors, Referees, Program Coordinators
- Schedule and conduct parent and other necessary meetings
- Hand out pertinent information to all participants
- Provide a safe and fun environment for all participants
- As the program dictates, provide equal play time for all participants
- Learn and follow all program rules, policies and procedures
- Put the program in perspective—It's about the participants, not your desire to win
- Attend any required meetings and trainings
- Be a leader and mentor

KNOWLEDGE, SKILLS AND ABILITIES (KSA)

Knowledge of:

- Pertinent Salt Lake County Policy and Procedures (Provided through Coach Training)
- Sport/Program being coached
- Salt Lake County Recreation Standards for Youth Sports Programming (Provided through Coach Training)
- Basic First Aid measures

Skills and Abilities to:

- Be organized
- Be dependable
- Listen and communicate with others
- Work with children of all ages and abilities

WORKING CONDITIONS AND PHYSICAL REQUIREMENTS The Youth Sports Coach will be subjected to a variety of environments and weather conditions. This includes outdoor fields during inclement weather.

IMPORTANT INFORMATION REGARDING THIS POSITION As a volunteer coach, you are treated by local, state, and federal law as being an unpaid employee of the agency with which you are associated; therefore, you must conduct yourself in the same manner as you would at your own job. In the same respect, you will receive the same treatment, aside from compensation and benefits.

I agree that I have read and understand the above volunteer job description for a youth sports coach, and I accept the terms of the volunteer youth sports coach job description.

_____	_____	_____	_____
Printed Name	Signature	Date	Salt Lake County Facility
_____	_____	_____	_____
Sport Coaching	Season Coaching	Age Group(s)	Participant Name or Team #

Please note that failure to sign the above document will render the application incomplete and unacceptable.

Revised Date/Consultant's Initials: (5/27/25, RA)



Salt Lake County Division of Parks and Recreation

Youth Coach Volunteer Application

Date: _____ Salt Lake County Recreation Center: _____

Name: _____

Address: _____

Telephone Numbers - Home: _____

Cell: _____

Work: _____

Email: _____

Have you coached in a Salt Lake County Youth Sports Program before? Yes ____ No ____

Describe your experience working with youth, and any specific experience coaching youth: _____

Please initial each statement, indicating you understand and accept:

1. As a Salt Lake County Youth Sports Coach, I shall perform all my duties as specified on the Youth Sports Coach Volunteer Job Description in a professional manner. Initial: _____
2. If I become aware of a scheduling problem that conflicts with my volunteer duties, I shall notify the Program Coordinator as soon as possible. Initial: _____
3. I agree to maintain information I receive while engaging in my volunteer duties in the strictest confidentiality. Initial: _____
4. I acknowledge that while I conduct volunteer activities pursuant to my Job Description and under the supervision of a Salt Lake County employee, I qualify for only for the following coverages: Medical benefits under worker's compensation for any injury sustained while performing volunteer services and liability protection. Initial: _____
5. As a Salt Lake County Youth Sports Coach, driving a car is not part of my job description. Initial: _____
6. Before commencing my volunteer duties, I am required to read and understand Salt Lake County's Sexual Harassment and Discrimination Prevention for Volunteers, provided below and on the reverse side of this Application. Initial: _____
7. Before commencing my volunteer duties, I will attend and complete any child abuse prevention training required by Utah Law and Salt Lake County. Initial: _____
8. While volunteering in a Youth Sport Program, I agree to be bound by and abide by the rules and procedures found in the Salt Lake County Division of Parks and Recreation Patron Standards and understand these rules and procedures apply to me in my position as a Youth Sport Program volunteer

SEXUAL HARASSMENT AND DISCRIMINATION PREVENTION

Salt Lake County does not tolerate harassment, discrimination, or retaliation even if it does not rise to the prevailing legal standard. Violations of this policy are evaluated under the County policy standard stated below and not the prevailing legal standard. Harassment is unwelcome offensive conduct that is based on protected classes. Harassment becomes a violation of policy where the conduct is severe or pervasive enough to create a work environment that a reasonable person would consider intimidating, hostile, or abusive. Petty slights, annoyances, and isolated incidents (unless extremely serious) do not meet this standard. Sexual harassment is unwelcome sexual advances, requests for sexual favors, and other verbal or physical harassment of a sexual nature. Discrimination is any adverse employment action taken where a discriminatory reason was a motivating factor. Retaliation is an adverse employment action, or credible threat of an adverse employment action, taken against an employee where participating in a protected activity was a motivating factor.

Volunteers who are subjected to, or are aware of, harassment, discrimination, or retaliation by or against a County employee, an applicant for employment, or a County volunteer have the right to file a complaint. The complaint should be filed as soon as reasonably practicable.

CHILD ABUSE PREVENTION

A person who has reason to believe that a child is, or has been, the subject of abuse or neglect, or observes a child being subjected to conditions or circumstances that would reasonably result in abuse or neglect, shall immediately report the suspected abuse or neglect to the nearest peace officer or law enforcement agency. Definitions found in Utah Code 80-1-102 control. For convenience, some terms are defined here.

Abuse means nonaccidental harm or threatened harm, sexual abuse, sexual exploitation, or human trafficking. Abuse does not mean reasonable discipline or management of a child, or the use of reasonable physical restraint to force on a child in self-defense, defense of others, protections of the child, or to remove a weapon in the child's possession. Harm means physical or developmental injury or damage, emotional damage that results in serious impairment of the child's growth, development, behavior or physiological functioning, sexual abuse, or sexual exploitation. Neglect means abandonment, lack of parental care, failure of parent or guardian to provide necessary subsistence or medical care, or any other care necessary for the child's health, safety, morals, or well-being, allowing abuse by another child at home, and educational neglect.

PREVENTING HARASSMENT:

The first line of prevention is to avoid doing or saying anything that might offend someone. The second line of prevention is to report incidents of harassment or discrimination. Under County Policy, you may report to any supervisor in your area, the County EEO manager (385) 468-0570, the County Personnel Director, your Program Coordinator, the County Mayor, any County Council member, or Utah Antidiscrimination Division.

Salt Lake County does not tolerate any harassment, discrimination, or retaliation in the workplace and policy provides for immediate investigation with appropriate discipline for anyone who engages in prohibited activity.

I have read the sexual harassment and discrimination information. Initial: _____.

If necessary, I have submitted a Statutory Conflict of Interest Disclosure Form. Initial: _____.

I agree to a criminal background check as required under Utah Code §80-8-201. Initial: _____.

PRE-INJURY RELEASE

Acknowledgment of Risk: Accidents happen. I understand that Salt Lake County cannot eliminate all risks associated with its events, programs, or recreational or physical fitness activities (the "Activities"). I agree that my participation, whether active or as an observer, in the Activity at Salt Lake County owned or operated parks and recreation facilities, or using of any Salt Lake County owned facilities or equipment involves risks and hazards which may expose me to bodily injuries and personal injuries, damage to property, illness, or death.

Assumption of Risk: My participation in the Activity is purely voluntary, and I elect to participate despite the risks.

Release and waiver of rights including claims of Salt Lake County negligence: Except where prohibited by law such as under Utah's workers' compensation laws, I hereby voluntarily release Salt Lake County and Salt Lake County's employees and volunteers (the "County") from any and all claims, demands, or causes of action, which are in any way connected with my participation in the Activities, including any and all claims arising out of the County's negligence. Negligence means that a person did not use reasonable care. We all have a duty to use reasonable care to avoid injuring others. Reasonable care is simply what a reasonably careful person would do in a similar situation. A person may be negligent in acting or in failing to act.

I have read and understand this Pre-Injury Release.

By signing below, I indicate that I have read, understand, and agree to be bound by the terms of this application, including Salt Lake County's Sexual Harassment & Discrimination Prevention For Volunteers and fully understand that I am agreeing to release the County from any liability for the County's negligent acts or omissions.

Signed: _____

Date: _____

Pre-Employment/Employment Criminal Record Name/Fingerprint Check Waiver Form

Select one:

- Name** **Fingerprint**

The position you applied for requires a criminal history records check. In accordance with Human Resources Policy 2-500, Background Check Requirements and Salt Lake County Ordinance section 2.80.140, criminal history record checks are used to make hiring, transfer or promotion decisions for certain positions. Convictions can be used to disqualify you for this position under Human Resources Policy 2-500 which states an applicant or employee may be disqualified if the criminal background check reveals relevant, job related criminal history.

In addition to the criminal background check required above, some agencies may have additional hiring clearance requirements for positions that include database access (FBI, BCI, UCJIS) or licensing /certification restrictions.

The information from your criminal history records check will be kept confidential by the Salt Lake County Human Resources Division. Convictions that may disqualify you for the position will only be reported to persons involved in the hiring, transfer or promotion decision.

You have the right to review your criminal record. If you disagree with any disqualifying information on your criminal record you must contact the Utah Bureau of Criminal Identification or the law enforcement agency involved.

(Please print the following)

Full Name

Date of Birth Social Security #

Hiring Division

Position

AUTHORIZATION TO RELEASE INFORMATION

I hereby authorize the Utah Bureau of Criminal Identification to release information found in the Utah Computerized Criminal History files to Salt Lake County hiring Division listed above to determine my eligibility for employment, promotion or transfer. I hereby release Salt Lake County from any liability resulting from furnishing such information.

Signature in Full

Date