

DoDDS Europe Memorandum of Understanding Job Description/Duties for Volunteer Coaches

DoDDS-Europe and _____ are very appreciative of your kind assistance
Name of High School

as a volunteer coach of one of our school's sports teams. If you consent to the duties described and requirements listed, please sign the Gratuitous Service Agreement and return it to the school principal. Thank you for helping our students.

(ORIGINAL SIGNED)

Karen Seadore

DoDDS-E – Athletic Coordinator

Qualifications: Possesses a working knowledge of all aspects of the sport

Personal: Demonstrates interest in and an aptitude for performing the tasks listed.

- Conducts her/himself and the team in an ethical manner during practices and games.
- Always displays good sportsmanship, losing or winning Adopts philosophy “Athletes First; Winning Second”
- Maintains poise and self-control at all times, especially at games
- Teaches the team to play fairly
- Is a good host to the visiting team, coach, and spectators
- Permits the officials to control the game, and the teacher sponsor to control the members of the team
- Respects the officials' judgment and interpretation of the rules. If an interpretation appeal is necessary, follows appropriate procedures
- Educates the players on the bench to the fact that it is unsportsmanlike to direct intimidating remarks/gestures toward the officials or their opponents
- At every opportunity urges the student body to be polite, courteous, and fair to the visiting team
- Publicly shakes hands with the officials and the opposing coach(es) before and after the game, and has students follow proper hand shaking procedures
- Does not smoke in the presence of students. Does not drink alcohol during the day before a home game, or at any time while traveling with the team from the time of departure until the team returns home
- Reports immediately to a school administrator any inappropriate student conduct
- Supports and enforces all school policies, procedures, and regulations. Requests from a school administrator any possible new or changes/revisions to a school policy.

Duties:

- Instructs the players concerning rules and rule changes, teaches technical and tactical skills, and innovative ideas and techniques that the coach knows/has learned
- Emphasizes safety precautions and is aware of best training and injury procedures
- Makes sure that building regulations are understood by the students and enforced
- Is concerned with the care and maintenance of the facility
- Makes recommendations to the teacher sponsor about equipment that needs to be purchased or repaired
- When provided travel orders, volunteer will travel and billet with the team and assist teacher/sponsor with supervision duties during the trip.

NOTE: **The teacher sponsor is the “Person In Charge of the Team,” and is responsible for:** attending all practices and games; all student discipline and supervision of the students on the team; ensuring that members of the team are eligible according to the DoDEA Interscholastic Athletic Program regulation, DoDEA Manual 2740.2 August 19, 1997 and all other policies; arranging for the use of the facility; scheduling practices; informing parents of dates/times for practices and games; publicity of games; coordination of the team as part of a school Pep Assembly; arranging for awards presentations/program for the sport; and ensuring that uniforms and equipment are returned..

DoDDS-Europe Memorandum of Understanding
Agreement for Volunteer Coaches

I, _____, hereby state that I am performing gratuitously the
(Full Name of Volunteer)

duties of volunteer _____ coach and instructor for the
(Name of sport)

Department of Defense Education Activity – DoDDS-Europe. I waive all claim for compensation, whatsoever, for my services in this capacity.

Upon signing this agreement, I will abide by all duties and requirements set forth in the “DoDDS-E MOU - Job Description/Duties for Volunteer Coaches”. I understand that either party may terminate this agreement at any time.

Name of school: _____

This agreement is valid from the period of _____ *to* _____.

Signature: _____ *Date:* _____

School Administrator – Print Name

School Administrator – Signature

Date

(Revised June 2009)