

# Westlock Minor Baseball

## Coaches Handbook

Welcome to Westlock Minor Baseball. Thank you for offering to be a Volunteer with our association. As an executive, we are always here to assist. The first person to contact when you have questions will be your Division Rep. However, all members of the executive will be able to give you guidance. A list of contacts is included in this package. We would like to make this a very positive experience and let us know if there is any way that we can assist you throughout the season.

### Coaches Checklist

#### **Qualifications**

- Coaches are required to provide a criminal record check. When completed hand into Division Rep. Form is provided in binder.
- Respect in Sport Activity Leader is mandatory to complete. If you have completed this for another sport it is valid for 3 years in multiple sports. RIS codes will be provided for coaches who need to complete this course.

#### **Responsibilities**

- Obtain equipment from WMBA Equipment Director and Division Rep. Responsible for care and collection of equipment and return to WMBA Rep's by end of season.
- Organize a parent meeting once team has been selected to go over player expectations/conduct, parent expectations/conduct/responsibilities. Assign parents to help out with scorekeeping and potential team managers.
- Read WMBA Policy and Procedure Manual for more information.
- Obtain medical information of players and put in supplied coaches binder.
- Decide on what to use for team communication. Ie: Team Snap, whatsapp, TeamLinkt