

*As a coach, you have a major influence on your athletes. Not only will you affect the development of their skills and long-term enjoyment of the sport, you will also play a role in their development as individuals. It is important that you have effective resources to help you.*

*The Coaching Association of Canada, in partnership with the national sport organizations, compiled the following coaching tips.*

# Recruiting Volunteers and keeping them!



The head coach is ultimately responsible for all team activities. Your job will be easier and more enjoyable if others are recruited to help out. Friends, acquaintances, and parents of the participants can be called upon to serve as assistant coaches and managers. Here are suggested roles and responsibilities for these positions:

## Assistant Coach

- Review the practice plans with the head coach before each practice.
- Assist the head coach in practices and games.
- Stand in for the head coach if required at practices and games.

## Manager

- Look after team jerseys and equipment.
- Distribute practice and game schedules.
- Make any necessary telephone calls to participants and parents.
- Be responsible for team funds.
- Ask the league director or local association president for information on league regulations and activities.
- Assist in the care and maintenance of participants' equipment.

## Tips for finding volunteers

- Ask your league director or local association president for names of people who might want to assist.
- Spread the word to neighbours and friends. Can they help? Can they suggest others who enjoy sport and have experience working with children?
- Call your local high school and speak to physical education teachers. Explain your needs, and ask if they can give you names of student-athletes who might be interested in helping out.
- Be responsible for team funds.
- Talk to the parents of all your participants and invite them to get involved.

## Tips for keeping volunteers

Once you have the help of volunteers, it's important to keep them motivated and involved. Here are some ways you can do this:

- Involve them in planning wherever possible and have them share in the decision-making.
- Have them do things they will find enjoyable and satisfying.
- Acknowledge them for their contributions.

Source: **Community Sport – Initiation Reference Material**, Coaching Association of Canada 2003.

