

## VOLUNTEER/COACH APPLICATION AND POLICIES

All volunteers/contracted personnel will fill out a volunteer application packet and a background check will be performed before any volunteer/contracted personnel commences duties. This does not guarantee a coaching or volunteer position.

Application and Background Check packets will be updated by volunteers/contracted personnel every sport season regardless of any changes in information or at any time there are changes to the volunteer's/contracted personnel information.

Only the Director of Temple Recreation, City Administrator, and Police Personnel will be allowed to handle background check results. These results will remain in a confidential file at the Police Department and should the requesting volunteer/coach/contracted personnel have a question or issue with the results of their Background Check, they may request a copy of the results from the Temple Police Department for a fee of \$20.

NOTE: All Volunteers/contracted personnel are required to notify the Temple Recreation Director immediately with any new or pending criminal charges.

### Grounds for dismissal of a volunteer/contracted personnel will be:

1. Any discrepancies between the form as filled out and the results of the background check.
2. Per the Background Screening Standards for Disqualification. The dismissal notice will be carried out by the Director or City Administrator.
3. Engaging in social media activity that reflects negatively on the Temple Recreation Department and undermines the public trust and confidence in which the Temple Community has entrusted their kids in your care.
4. Failure to follow instructions, work appropriately with the Director and/or other city staff, unexplained absences from duties – and/or other circumstances which, within the sole discretion of the appropriate personnel of the City – prevent a continuation of the working/contract relationship.
5. The Recreation Director or City Administrator have the authority to deny or discontinue volunteer/coaching duties at any time.

## **Background Screening Standards for Disqualification**

This includes Pending Charges, Open Warrants and Convictions

### **A. Sex Offenses**

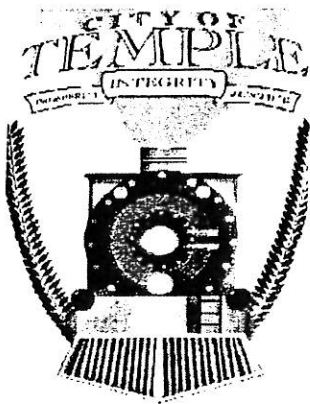
- a. All Sex Offenses – regardless of time since the offense.  
*Examples: Child molestation, rape, sexual assault sexual battery, sodomy, prostitution, solicitation, indecent exposure, etc.*

### **B. Felonies**

- a. All Felony Violence – regardless of the amount of time since offense.  
*Examples: Murder, manslaughter, aggravated assault, kidnapping, robbery, aggravated burglary, etc.*
- b. All Felony Offenses  
*Examples: Drug offenses, theft, embezzlement, fraud, child endangerment, etc.*

### **C. Misdemeanors**

- a. All Family Violence offenses against or with children involved – regardless of the amount of time since offense.
- b. All Misdemeanor Violence offenses within the past 3 years.  
*Examples: Simple assault, battery, domestic violence, hit & run, etc.*
- c. All Misdemeanor Drug & Alcohol offenses within the past 3 years or multiple offenses within the past 10 years.  
*Examples: Driving under the influence, simple drug possession, drunk and disorderly, public intoxication, possession of drug paraphernalia, etc.*
- d. Any other misdemeanor within the past 3 years that would be considered a potential danger to children or is directly related to the functions of that volunteer/employee.  
*Examples: Contributing to the delinquency of a minor, providing alcohol to a minor, theft if person is handling finances, etc.*



Temple Police Department  
184 Carrollton Street  
Temple, GA 30179  
770-562-3151

Georgia Bureau of Investigation  
Georgia Crime Information Center

## Consent Form

Case#

I hereby authorize The City of Temple to receive any Georgia criminal history record information pertaining to me which may be in the files of any state or local criminal justice agency in Georgia.

Full Name (print)

Address

Sex

Race

Date of Birth

Social Security Number

Signature (Sign in front on Notary Only)

Date

Signed before me on \_\_\_\_\_ of \_\_\_\_\_, 2020

Notary \_\_\_\_\_

Operator who ran GCIC check \_\_\_\_\_

Special employment provisions (check if applicable):

- ☐ D Employment with mentally disabled (Purpose code 'M')
- ☐ D Employment with elder care (Purpose code 'N')
- ☐ D Employment with children (Purpose code 'W')
- ☐ D Employment with firefighter agency, public/private agency, licensing, adoption/foster parents, individual record, public housing (Purpose code 'E')

One of the following must be checked:

- ☐ D This authorization is valid for 90/180/\_\_\_\_\_ (circle one) days from date of signature.
- ☐ D I, \_\_\_\_\_ give consent to the above named to perform periodic criminal history background checks for the duration of my employment with this company.

TEMPLE RECREATION DEPARTMENT  
VOLUNTEER APPLICATION

POTENTIAL VOLUNTEER ACTIVITY: \_\_\_\_\_ AGE GROUP: \_\_\_\_\_

MALE: \_\_\_\_\_ FEMALE: \_\_\_\_\_ HEAD COACH: \_\_\_\_\_ ASSISTANT COACH: \_\_\_\_\_ OTHER: \_\_\_\_\_

NAME: \_\_\_\_\_ DOB: \_\_\_\_\_ SOCIAL SECURITY #: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_

HOME PHONE #: \_\_\_\_\_ WORK PHONE #: \_\_\_\_\_ CELL PHONE #: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

EMPLOYER/SCHOOL NAME: \_\_\_\_\_ CITY/STATE: \_\_\_\_\_

CONTACT PERSON AT THIS LOCATION: \_\_\_\_\_ PHONE #: \_\_\_\_\_

PLEASE LIST PREVIOUS VOLUNTEER WORK BELOW (DO NOT LIST TEMPLE RECREATION)

ORGANIZATION: \_\_\_\_\_ SPORT/ACTIVITY: \_\_\_\_\_

NUMBER OF YEARS AT ORGANIZATION: \_\_\_\_\_ REASON FOR LEAVING: \_\_\_\_\_

CONTACT PERSON AT THIS ORGANIZATION: \_\_\_\_\_ PHONE #: \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_ SPORT/ACTIVITY: \_\_\_\_\_

NUMBER OF YEARS AT ORGANIZATION: \_\_\_\_\_ REASON FOR LEAVING: \_\_\_\_\_

CONTACT PERSON AT THIS ORGANIZATION: \_\_\_\_\_ PHONE #: \_\_\_\_\_

PLEASE READ BEFORE SIGNING

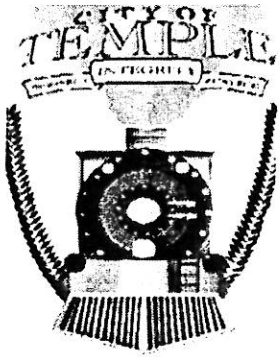
I UNDERSTAND THAT THE INFORMATION I HAVE PROVIDED MAY BE VERIFIED, AND I GIVE PERMISSION TO THE CITY OF TEMPLE/TEMPLE RECREATION DEPARTMENT TO MAKE INQUIRY OF OTHERS CONCERNING MY SUITABILITY TO ACT AS A VOLUNTEER.

VOLUNTEERS ARE NOT PROVIDED ACCIDENT INSURANCE BY THE CITY OF TEMPLE/TEMPLE RECREATION DEPARTMENT AND ARE NOT ELIGIBLE FOR WORKERS COMPENSATION BENEFITS IF A PERSONAL INJURY OCCURS WHILE VOLUNTEERING. IN A CASE OF LAWSUIT DEVELOPING OUT OF YOUR VOLUNTEER JOB WITH THE CITY OF TEMPLE/TEMPLE RECREATION, THE CITY OF TEMPLE HAS LIABILITY COVERAGE THAT WILL BE AVAILABLE FOR YOU DEFENSE.

I REALIZE THAT THE CITY OF TEMPLE/TEMPLE RECREATION DEPARTMENT MAY DENY ME THE RIGHT TO VOLUNTEER PENDING THE COMPLETION OF THE BACKGROUND CHECK; AND I FURTHER AGREE TO HOLD THE CITY OF TEMPLE/TEMPLE RECREATION DEPARTMENT HARMLESS REGARDING ANY LIABILITY FOR DEFAMATION, INVASION OF PRIVACY, OR ANY OTHER CLAIM BASED UPON GOOD FAITH ACTION TAKEN PURSUANT OF THE PROVISION OF THIS CONSENT.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_



## Temple Recreation Department Coaches Code of Ethics

- I will place the emotional and physical well-being of players ahead of personal desires to win.
- I will treat each player as an individual, remembering the large range of emotional and physical development for the same age group.
- I will do my best to provide a safe playing situation for my players.
- I promise to review and practice basic first aid principles needing to treat injuries of my players.
- I will do my best to organize practices that are fun and challenging for all my players.
- I will lead by example in demonstrating fair play and sportsmanship to all players/officials through actions and language.
- I will not cheat or engage in any form of unethical behavior that violates league rules.
- I will provide a sports environment that is free of drugs, tobacco, and alcohol, and will refrain from there use at all youth sports events.
- I will be knowledgeable in the rules of each sport that I coach, and I will teach these rules to my players.
- I will use those coaching techniques appropriate for all of the skills that I teach.
- I will remember that I am a youth sports coach, and the game is for children and not adults.

*Coach Signature:* \_\_\_\_\_ *Date:* \_\_\_\_\_