

# **Hamilton Little Lads Baseball Association**



**Manager & Coach  
Application**

## Welcome to Hamilton Little Lads Baseball 2020!

Hamilton Little Lads Baseball Association has been around since 1948. It is the area's first program and boasts a long and proud tradition and history.

As a coach, YOU are the most important person in this league. You're important to the league because so few step up and volunteer for something they may know little about.

You're important to the parents that entrust their children's time to us. You are important to the players of this league and especially those on your team. It's the lessons they learn and the fun that they have that will be the lasting memories they take through life. It's the time you get with them this year that will be remembered and hopefully treasured forever. It is a thankless job and on behalf of all the parents who forget to say so; I personally thank you for your volunteering to coach this year! Here are a few things to keep in mind:

First base,

Always keep your focus on the experience and development of ALL your players (no matter their ability or interest level). Each and every coach is planting seeds in each young player on their team. ALWAYS focus on planting ones that help them develop a love for baseball, a love for being a part of a team, and a love for their time as a kid just playing ball. If your focus is proper, your players will learn, improve, reach their potential, and best of all have fun.

Second base,

Always be positive. Kids open up to learning when they receive positive reinforcement. These days they need it more than ever. This doesn't mean you can't correct or teach – it merely means ALWAYS do it in a positive light. Give your player at least two compliments before telling them what you will help them improve on at the next practice. And, as a piece of advice, make your compliments personal - have them be something you love about that player, then instruct them on how they can become an even better player or teammate. Don't mistake coaching for just correcting. Define coaching more as mentoring and helping instead of constantly pointing out mistakes and correcting. Be the light at the end of their day each and every day they hit the field.

Third base,

Always remember that you are the face of the league. The parents and players and families will be looking to you on how to behave and respond. They will be looking to you as to how to respect umpires and authority. They will be looking to you as to how to handle adversity and disappointment. They will be looking to you as to how to behave when you have success. They will be looking to you as to how to have fun playing baseball.

Home, (Lastly)

Always teach the kids everything you can about more than just the skills involved in baseball. It's great to teach what it takes to win and have success on the field. But along the way, make sure to teach them more. Teach them the great lessons that are best taught by the game of baseball. Teach them that failure is part of the game. Teach them that it's not whether or not you will fail in this great game, but it's how you handle it. Teach them how to win. Teach them that winning takes teamwork, commitment, dedication and selflessness. Also teach them how to win the right way - with humility, appreciation and as a team, not an individual. Teach them that being a great teammate is more important than being a great player. Teach them to overcome their fears with positive rewards and reinforcement. Teach them to recognize and celebrate improvement and progress over wins and statistics. And most importantly along the way, make sure that at the end of the year, they've learned that being on a ball field with a bunch of buddies and in front of their parents is the most fun they will ever have.

Again, I know that I can't say it enough, but - thank you for your being the key part of HLL Baseball this year! No matter the standings at the end of it all, I hope your year will be a great one and that it is defined by the memories you made and fun you had with your son or daughter and his/her teammates!

Sincerely,

Dan Tozzi

President

## MANAGER & COACH RESPONSIBILITIES (ALL DIVISIONS)

- 1 TREAT PLAYERS, PARENTS AND PEERS WITH RESPECT.
- 2 ATTEND EIGHT (8) MONTHLY GENERAL MEETINGS
- 3 ATTEND THE DIVISIONAL RULES MEETING
- 4 READ, UNDERSTAND, AND FOLLOW ALL LEAGUE & DIVISIONAL RULES
- 5 ADHERE TO LEAGUE DRESS CODE AND CODE OF CONDUCT GUIDELINES (DRESS CODE - NAVY BLUE/BLACK SHORTS PANTS & LEAGUE APPROVED SHIRTS AND JACKETS ONLY)
- 6 PICK UP AND RETURN (AT END OF YEAR) ALL LEAGUE EQUIPMENT
- 7 CONTACT PLAYERS FROM PREVIOUS YEAR TO REMIND FOR REGISTRATION
- 8 DISTRIBUTE UNIFORMS - HATS AND SHIRTS FOR PLAYERS
- 9 PARTICIPATE IN PRE-SEASON CLEANUPS (ORGANIZING YOUR TEAM PARENTS)
- 10 PARTICIPATE IN TEAM WEEKEND CLEANUP DUTIES (Sat. & Sun.)
- 11 ENSURE PLAYER'S PARENT HAS FULFILLED HOURS REQUIRED, INCLUDING CONCESSION DUTY
- 12 COLLECT AND DISTRIBUTE FUNDRAISING AND MONEY FOR SAME
- 13 KEEP YOUR SELF INFORMED OF ANY SCHEDULE CHANGES DUE TO RAIN & COMMUNICATE THEM TO YOUR TEAM
- 14 ASSIST IN CLEANING/PREPARING FIELDS FOLLOWING RAINOUTS
- 15 ARRIVE AT EACH GAME AT LEAST 15 MINUTES BEFORE SCHEDULED START TIME FOR GAMES
- 16 SUBMIT TEAM LINEUP TO OPPOSING MANAGER AND SCOREKEEPER AT LEAST 5 MINUTES PRIOR TO START TIME OF GAME.
- 17 COMPLETE PITCHING LOG (3-PART FORM) & SIGN WITH OPPOSING MANAGER AFTER EACH GAME COMPLETION (MINOR & MAJOR DIVISIONS ONLY)
- 18 AFTER LAST GAME OF DAY, HOME TEAM IS TO RAKE/DROP FIELD, PUT BASES AWAY AND PLACE BASE PLUGS IN HOLES. FILL HOLES IN MOUND.
- 19 AFTER LAST GAME OF DAY, VISITING TEAM IS TO CLEANUP GARBAGE AND SWEEP BOTH DUGOUTS
- 20 COMMUNICATE ON FREQUENT BASIS WITH TEAM PARENT TO COMMUNICATE ALL LEAGUE INFO, CHANGES, FUNDRAISING AND RESPONSIBILITIES.
- 21 ASSIST IN SCHEDULED POST SEASON CLEANUP
- 22 PARTICIPATE IN TOURNAMENT DUTIES
- 23 KEEP COMPLEX CLEAN, AND IN WORKING ORDER, PLEASE CIRCLE ANY SPECIAL SKILLS YOU HAVE >  
ELECTRICAL PLUMBING HVAC CARPENTRY LANDSCAPING ROOFING IT
- 24 REPORT ANY/ALL DAMAGE
- 25 REPORT DISRUPTIVE BEHAVIOR
- 26 FULFILL ANY OTHER DUTIES THE LEAGUE MAY ASK OF YOU
- 27 PROMOTE LEAGUE IN POSITIVE MANNER

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Manager/Coach's Signature

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Date



# HAMILTON LITTLE LADS BASEBALL ASSOCIATION

## MANAGER & COACH APPLICATION

NAME _____	PHONE-CELL _____
ADDRESS _____	PHONE-HOME _____
CITY/STATE/ZIP _____	PHONE-WORK _____
EMAIL-HOME _____	I authorize my cell phone number being given to HLL to receive text messages
EMAIL-WORK _____	

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Briefly describe your coaching experience (any sport) and baseball background:  
(i.e. years coached, levels/age groups, any special training, playing experience, etc. If none write none)

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Names & Ages of your children participating in Hamilton Little Lads Baseball:

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Personal References (please list 3 personal references with phone numbers. HLL may contact these references to certify your character and ability to coach kids. (Limit to 1 family member)

1 \_\_\_\_\_

2 \_\_\_\_\_

3 \_\_\_\_\_

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Background: PLEASE CIRCLE ONE

1. Have you ever been convicted of sex offenses, controlled substance offenses or other felony offenses

YES                      NO

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2. I agree to have a fingerprinting Record Check through the Recreation Department prior to starting in a coaching or assisting capacity. Fingerprinting is required to be renewed every three (3) years as requested by the league and are renewed through the Hamilton Rec. Department. I will immediately make arrangements with the Rec. Dept. (609) 890-4028 to schedule my fingerprinting

YES                      NO

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3. Do you understand that violations of the Hamilton Little Lads Baseball Rules, failure to conduct yourself with impeccable behavior or failure to meet the responsibilities of your position as a manager or coach may result in league sanctions, such sanctions ranging from verbal reprimand up to and including suspension and/or dismissal from your position with the league.

YES                      NO

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4. I understand that I must do the following to be certified as an HLL Coach: Attend all mandatory league coach meetings, coaching clinics, take proper care of league facilities and equipment, work cooperatively with the league and other coaches and be responsible for all team/family requirements for Volunteer commitments.

YES                      NO

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Have you had First Aid, CPR or AED training? List all and expiration dates.

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Fingerprint ID #	_____	Expires	_____
Cal Ripken Certification	_____	Date Completed	_____
Rutgers Safety Clinic ID #	_____	Date	_____
Completed Other Certifications or courses:			

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I hereby certify that the facts set forth in this coaching application are true and correct to the best of my knowledge. I understand that if I falsify statements on this coaching application, I may not be considered for coaching duties. I hereby authorize Hamilton Little Lads Baseball Association or its representatives to conduct an investigation into my background history to verify the above information.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

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FOR LEAGUE USE ONLY

DATE RECEIVED	_____	LEAGUE MEMBER	_____
DATE REVIEWED	_____	LEAGUE MEMBER	_____
INTERVIEW DATE	_____	LEAGUE MEMBER	_____
APPROVED _____	REJECTED _____	REASON	_____
DATE OF ACCEPTANCE	_____	LEAGUE MEMBER	_____