

Coaching Staff Selection

Background

The purpose of CLLA/BAYLAX lacrosse association is to promote the appreciation, understanding, and growth of lacrosse in the greater Houston area. Our organization directs and coordinates the efforts of programs fostering sportsmanship and goodwill. We place an emphasis on promoting best interests of lacrosse student athletes in a manner consistent with Positive Coaching Alliance practices and standards.

Purpose

The purpose of this policy is to govern the selection of head coaches and assistant coaches (the "Coaching Staff") for all levels of teams within the CLLA/BALAX organization.

Section 1 – Selection Committee

- a) Annually, the CLLA/BAYLAX Board of Directors ("Board") will appoint a coach Selection Committee that will be responsible for recruiting and recommending a Coaching Staff. The selection committee will be made up of the Vice President of High School, Vice President of Middle School, Vice President of Elementary and the Program Director. The Board has the right to change the selection committee at any time upon a majority vote by the board. Final engagement (hiring/firing) decisions of any Coaching Staff will be the responsibility of the President of CLLA.

Section 2 – Coaching Staff Application

- a) Any person interested in a coaching position ("Applicant") should submit the following information to the Selection Committee:
 - a. Name;
 - b. Levels they are willing to coach;
 - c. Any associations the applicant has held an assistant or head coaching position;
 - d. Background screening information;
 - e. US Lacrosse number (required) and;
 - f. CPR certification (required).
- b) The form of submission must be one of the following:
 - a. Online application (preferred);
 - b. Email or;
 - c. Verbal.

- c) The Selection Committee will meet and discuss the Coaching Staff candidates for each level.
- d) If a member of the Selection Committee is also a candidate for a head coaching position, that member will recuse himself/herself from any discussion and voting related to that specific position.
- e) The Selection Committee will discuss each candidate and vote on the coaching staff for each team to be recommended to the Board.
- f) Any grievance by a candidate should be submitted in writing to the CLLA President.

Section 3 – Coach Selection Criteria

- a) The following four categories detail the criteria employed in the selection process for the Coaching Staff of CLLA/BAYLAX teams:
 - a. Overall Coaching Experience
 - i. Years of related experience in lacrosse
 - ii. Experience as a lacrosse head or assistant coach (i.e. league play, high school, college, tournament play, exhibition play)
 - iii. Previous international / national / college / high school / club experience and results
 - iv. Personal coaching philosophy
 - v. Knowledge of high school / youth lacrosse
 - vi. Attendance at all scheduled team events and/or meetings
 - b. Overall Coaching Criteria
 - i. Good sportsmanship example
 - ii. Ability to apply Positive Coaching Alliance practices and standards
 - iii. Ability to educate players in the game of lacrosse
 - iv. Ability to provide constructive feedback for player's future development
 - v. Ability to evaluate player's strengths and weakness to improve players overall understanding, effectiveness, and enjoyment of the game
 - vi. Knowledge and understanding of potential game adjustments and facilitating them during the course of play
 - vii. Ability to promote a team environment
 - viii. Ability to meet with players and/or guardians on a regular basis
 - c. Human Relations
 - i. Communicate to the Board through the organization Vice President
 - ii. Proven ability to work in a team-coaching situation
 - iii. Proven ability to successfully relate to, control and work with players at this age level
 - iv. Proven ability to successfully cope with deterrents and hardships in a competition
 - v. Knowledge in conflict management
 - vi. Meet screening requirements including background screening check

- d. Knowledge of Program
 - i. Commitment to engage in player development consistent with the principles and methods recognized by the US Lacrosse / Positive Coaching Alliance partnership and any special provisions that are adopted by CLLA (e.g. Code of Conduct).
 - ii. Good working knowledge of age group applying to coach
 - iii. Proven ability to successfully serve as a spokesperson for the team
 - iv. Proven interest in working with the best possible lacrosse players to form a team regardless of their point of origin
- b) In certain cases, the President of CLLA, at his/her discretion, may create an interview committee to help decide between potential candidates. As with the recommendations from the Selection Committee, the Board shall still vote to ratify the recommendation from this committee.

Section 4 – Background Screening

- a) Description
 - a. In order to preserve the safety and well-being of participants in its youth athletic programs, CLLA/BAYLAX will select an independent third party to conduct background screening on all volunteers for all Coaching Staff.
 - b. Volunteers will be required apply online, and provide date of birth, Social Security Number, and current address, authorizing CLLA/BAYLAX to order an individual criminal background check. All background checks and results of screening must be received prior to the start of volunteer duties.
 - c. This policy will include all volunteers who wish to be named coach that may, in the course of their volunteer service, have the opportunity to be alone with children during activities scheduled for CLLA/BAYLAX or any the organizations youth athletic programs.
 - d. The selected independent third party will conduct the background checks on all volunteers.
 - e. All information received as a result of the screening will be kept confidential and not disclosed to anyone outside the CLLA/BAYLAX Board. All authorization forms, records or reports shall be maintained in a confidential manner, and kept for a fixed period of time as set by Board or any governing body to which the CLLA/BAYLAX organization is responsible to.
 - f. CLLA/BAYLAX is not responsible for errors or omissions that may be reported on background checks.

- b) Background Screening Standards
 - a. Applicants shall be disqualified from consideration for any coaching position – if applicant has ever been found guilty or entered a plea of guilty, nolo contendere (no contest), or Alford Pleas, regardless of the adjudication, for any of the following:
 - i. Any Felony conviction involving violence
 - ii. Any Felony conviction involving a minor
 - iii. Any Felony conviction involving a sexual offense
 - b. Should any pending charges described in Section 4(b)(i),(ii),or(iii) be discovered, or should any charges be brought against a Coaching Staff during the season, the Applicant shall be suspended from serving as a volunteer until such time as the charges have been cleared or dropped and he/she is reinstated by CLLA/BAYLAX.
 - c. In addition, Applicants shall be disqualified if they have been found guilty or entered a plea of , nolo contendere (no contest), or Alford Pleas, regardless of the adjudication, for any of the following within the past seven (7) years:
 - i. Any Misdemeanor conviction involving violence
 - ii. Any Misdemeanor conviction involving a Minor
 - iii. Any Misdemeanor conviction involving a sexual offense
 - iv. Any Felony Conviction not listed under “i” , “ii” or “iii”
 - d. In addition, Applicants shall be disqualified if they have been found guilty or entered a plea of guilty, nolo contendere (no contest), or Alford Pleas, regardless of the adjudication, for any of the following within the past five (5) years:
 - i. More than one alcohol or drug related conviction
 - e. In addition, Applicants shall be disqualified if they have been found guilty or entered a plea of guilty, nolo contendere (no contest), or Alford Pleas, regardless of the adjudication, for any of the following within the past two (2) years:
 - i. Any conviction involving illegal drugs or other controlled substances.
- c) Waiver/Approval of Disqualified Applicant
 - a. If any disqualifying information is found that prevents an applicant from being accepted, the President of CLLA will be responsible for notifying applicant of disqualification in a confidential manner.
 - b. In the event the applicant feels a mistake has been reported in their criminal background check, it is the applicant’s responsibility to contact the reporting agency and resolve any issues.

- c. Additionally, if the Applicant has been disqualified, he/she can protest the disqualification by contacting their respective Vice President, any member of the Selection Committee, or the President of CLLA providing details around the extenuating circumstances of the event(s) that caused the disqualification.
- d. Upon receipt of relevant information from the Applicant, the Selection Committee will review the extenuating circumstances surrounding the event(s) that caused the disqualification and make a recommendation to the Board.
- e. The Board will then review the recommendation and any relevant information surrounding the event(s) that caused the disqualification.
- f. Upon 2/3 vote by the Board, the President of CLLA can issue a waiver of the Applicant's disqualification approving the Applicant to serve on the Coaching Staff.
- g. The final decision will be communicated by the President of CLLA in a confidential manner.

Section 5 – Head Coach Contracts

- a) Once an Applicant has been selected and the Background Screening complete, all CLLA/BAYLAX Head Coaches will be presented a contract for the agreed upon coaching engagement.
- b) The terms of the contract will be set by the Selection Committee as approved by the Board.
- c) Execution of the Contract is mandatory prior to the beginning of the coaching engagement.

Section 6 - Coaching Pay

- a) Coaching Pay (Stipends) may be provided as an incentive to attract and retain talented Coaching Staff to further develop the performance and interest in CLAA/BAYLAX Lacrosse.
- b) The timing, type, and amount of pay, will be reviewed and approved by the Board on an annual basis including, but not limited to, pay for "Dad Coaches" as defined by an individual with a Player rostered in the same Divisional Team(s).
- c) Pay will be designated and governed by the Coaching Contract.
- d) This Pay can be deferred as a donation to the association if the coach wishes.
- e) Any Pay received will be reported on form 1099 and does not create an employee / employer relationship in any way.