

# DAWSON COUNTY PARKS & RECREATION

## Youth Sports Coach Application Packet

It is the mission of Dawson County Parks & Recreation to ensure the safety and well being of those participating in our athletic programs. As such, it is the policy and procedure to not allow any person to engage in any coaching activities who has not submitted a complete Youth Sports Coach Packet and received verification that he/she may coach in the upcoming season. Coaching activities are defined as evaluations, drafts, practices, meetings, and any other item(s) as decided upon by the Park Staff. The items in the Youth Sports Coach Packet must be submitted in person or electronically and may include, but not limited to, any combination of the following items:

- Coach Application (Mandatory)
- Criminal History Request Form (Mandatory)
- Valid Driver's License (Mandatory)
- Heads Up - Concussions in Youth Sports Certificate (Mandatory)
- Mandatory Reporting of Child Abuse Certificate (Mandatory)
- USA Football Certificate (Football Coaches Only)

I hereby acknowledge that I am familiar with all risks and hazards incidental to participation, and I further hereby assume all risks and hazards incidental to such participation including, but not limited, transportation to and from the activities. In exchange for the valuable consideration participating in such activity, I hereby release, absolve, and agree to hold harmless Dawson County, the Dawson County Parks and Recreation Board, sponsors, supervisors, coaches, participants, persons transporting the participant, and all other persons and legal entities acting on behalf of Dawson County and the Dawson County Parks and Recreation Board in connection with such activity from any act of negligence associated with the activity except and to the extent and the amount covered by accident or liability insurance. I hereby agree to furnish a legal birth certificate for the participants if requested.

I agree that I understand that occasional out-of-county travel is sometimes necessary for Dawson County Parks & Recreation youth sports activities.

I hereby authorize and consent to the use of the participant's visual image for appropriate purposes, including but not limited to: still photography, videotape, electronic and print publications and websites. I give this consent with no claim for payment.

I agree that I understand the Dawson County Parks & Recreation rules, Zero Tolerance Policy, Refund Policy, and all policies associated with this activity.

I would like to be considered for a coaching position for the upcoming athletic season. I understand that completing this form does not guarantee me the position but does submit my name for consideration.

---

Coach Applicant Signature

---

Date



# DAWSON COUNTY PARKS & RECREATION

## Youth Sports Coach Application

### *Applicant Information*

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Shirt Size:  AS  AM  AL  AXL  A2XL  A3XL (upon availability)  A4XL (upon availability)

Hat/Visor preference:  Hat  Visor

Please list all activities (include age group) that you're interested in coaching: \_\_\_\_\_

\_\_\_\_\_

Coaching Experience: \_\_\_\_\_

\_\_\_\_\_

References (please provide name and phone number)

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Have you ever been convicted of a felony?  Yes  No

If yes, what was the charge and when were you convicted? \_\_\_\_\_

\_\_\_\_\_

### *Application Authorization*

*I would like to be considered for a coaching position and understand that completing this form does not guarantee me the coaching position. By signing below, I agree that I understand the Dawson County Parks & Recreation rules, Zero Tolerance Policy, Refund Policy, and all other policies, including those found on Page 1 of this packet.*

 Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### INTERNAL USE ONLY

*Please initial and date as necessary.*

Criminal History Request			Driver's License Received	Heads Up Concussion Received	Mandatory Reporting of Child Abuse Received	USA Football Received (Football Only)
Received	At SO	Processed				

Coach Application Status:  Approved  Does Not Meet Requirements  
 Not Needed  Other \_\_\_\_\_

Park Staff Authorization: \_\_\_\_\_ Date: \_\_\_\_\_



**DAWSON COUNTY SHERIFF'S OFFICE**  
**SHERIFF JEFF JOHNSON**  
 19 Tucker Avenue  
 Dawsonville, Georgia 30534  
 Office (706) 344-3535 ~ Fax (706) 344-3537



**CRIMINAL HISTORY REQUEST**

I hereby request for the Dawson County Sheriff's Office to retrieve any criminal history record information, which may pertain to myself (or the person named below), that may be found in any state or local criminal justice agency in Georgia. Records obtained from the Dawson County Sheriff's Office shall only be used by the requesting agency or individual solely for the purposes requested. If any information is used to deny employment or license, it shall not reflect on the liability of this office, but on the agency or entity who makes that decision and to allow the person/applicant a chance to dispute any information which may be in error. Any dissemination of the information provided must be with permission of the person/applicant. Dawson County shall not be held responsible for information obtained by another agency, state or federal, which provides such information and whose files reflect records which may contain errors or omissions.

TO ENSURE ACCURACY, PLEASE PRINT AND PROVIDE COMPLETE INFORMATION.

Date of request: \_\_\_\_\_ Authorization good for:  7  30  60  90  180 days

Agency requesting criminal history (name and phone #): \_\_\_\_\_

Full name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_

SSN: \_\_\_\_\_ *Providing your SSN is voluntary. SSN helps confirm your identity and history.*

DOB: \_\_\_\_\_ Sex: \_\_\_\_\_ Race: \_\_\_\_\_ State of birth: \_\_\_\_\_

Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Hair : \_\_\_\_\_ Eyes: \_\_\_\_\_

Individual(s) authorized to receive criminal history: \_\_\_\_\_

*Any authorized individual(s) must present a valid identification upon receipt of this criminal history. If a valid identification cannot be presented, the criminal history will not be released.*

Special employment provisions (check if applicable):

- Employment with mentally disabled (Purpose code "M")
- Employment with elder care (Purpose code "N")
- Employment with children (Purpose code "W")

**To be completed by Dawson County Sheriff's Office personnel:**

Select purpose code used:  C  E  F  J  M  N  P  W  Z

Case number or criminal history number used: \_\_\_\_\_

Date of inquiry: \_\_\_\_\_ Time of inquiry: \_\_\_\_\_ Operator's initials: \_\_\_\_\_

\_\_\_\_\_  
**SIGNATURE OF APPLICANT**

\_\_\_\_\_  
**NOTARY SIGNATURE**  
**NOTARY STAMP**

\_\_\_\_\_  
**SIGNATURE OF RECEIVING PERSON**

## REQUIRED CERTIFICATIONS

### 1. Georgia Return to Play Act of 2013: "Heads Up - Concussions in Youth Sports"

Effective January 1, 2014, those applying to coach or work with children in any capacity in recreational programs at Dawson County Parks & Recreation must be trained in the new Georgia Return to Play Act of 2013: "Heads Up - Concussions in Youth Sports". A certificate of training completion will be required with all coaching applications and contract agreements. In order to ensure every employee, coach, volunteer, contracted employee, and program coordinator/personnel has been trained on the requirements, the training is available to you **free of charge**.

Below is a link to the **free** on-line training on the concussion requirements. By accessing this link you will be taken to a page where you will first set up your training profile and then proceed to the training and testing site. The training will take about 1 hour. The training is set up to allow you to start and stop without having to complete the training in one sitting. At the end of successful test completion you will have the opportunity to print a certificate. Please return a copy of your certificate to the main office at DCPR immediately upon completion. Certificate must be on file prior to approval of coaching/activity.

The training can be accessed at <http://www.cdc.gov/headsup/youthsports/training/index.html> and is available **free of charge**.

### 2. Mandatory Reporting of Child Abuse

In July of 2012 amendments were made to OCGA 19-7-5, "Mandatory Reporting of Child Abuse" laws, which now affect volunteer coaches, park staff and contracted child care personnel. "Mandated Reporters" previously included school teachers, day care workers, hospital personnel and law enforcement. With the amendments to the law in 2012, the mandated reporting requirements now extend to those applying to coach or work with children in any capacity.

Effective May 1, 2013, those applying to coach or work with children in any capacity in recreational programs at Dawson County Parks & Recreation must be trained in the new "Mandated Reporters Criteria". A certificate of training completion will be required with all coaching applications and contract agreements. In order to ensure every employee, coach, volunteer, contracted employee, and program coordinator/personnel has been trained on the requirements, the training is available to you **free of charge**.

Below is a link to the **free** on-line training on the mandatory reporting requirements. By accessing this link you will be taken to a page where you will first set up your training profile and then proceed to the training and testing site. The training will take about 2 hours. The training is set up to allow you to start and stop without having to complete the training in one sitting. At the end of successful test completion you will be prompted to print a certificate. Please return a copy of your certificate to the main office at DCPR immediately upon completion. Certificate must be on file prior to approval of coaching/activity.

Pro Solutions was commissioned by the Governor's Office for Children and Families to develop a web-based training module. This training can be accessed at <https://www.prosolutionstraining.com/mandatedreporters> and is available **free of charge**.