

Coventry Little League Volunteer Program

Volunteering with Little League

Coventry Little League (CLL) is an all-volunteer organization. We have had tremendous success in past years with the involvement of our parents throughout the season. We can't do it without you! As part of demonstrating that ongoing successful team and family atmosphere, we ask our parents to get involved with the League each year to make this the best experience for the kids.

Volunteer Policy

CLL is asking each family to commit to a minimum of **5 volunteer hours** in the Concession Stand. **All Coaches (head and assistant), Team Parents, and Fundraiser Committee members are not required to meet the minimum concession hours.** A \$100 volunteer fee **per family** collected by check will be held until August 1 of each year at which time, if your volunteer hours are not fulfilled, your check will be cashed. If your volunteer hours are fulfilled, your check will be shredded, or returned to you, as you choose. Hours will be tracked by our Team Parents. Be sure to confirm your hours with the Team Parent as necessary.

Communications will be sent throughout the season up until August 1 to those who have not fulfilled their hours. They will be offered open volunteer opportunities to complete their commitment or forfeit the volunteer fee deposit. **All** hours need to be recorded and verified by the Team Parent for a refundable deposit. No prorated refunds will be given.

\$100 Volunteer Bond Check

Every family is required to submit a \$100 bond check to their Team Parent at the start of the season. Checks should be made out to "Coventry Little League" with their child's **first and last name** listed on the check. Team Parents are required to submit all checks in an envelope with the Team name and Team Manager's name to the Treasurer at Uniform Pick Up. Uniforms will not be distributed without all bond checks accounted for. Families with multiple players should submit a bond check for their oldest player in the league.

Volunteer Opportunities and Descriptions

There are various volunteering opportunities. Please note some of these positions are season long whereas some only require time on a specific day, e.g. game day, special event, etc.

Each position below has an indicated maximum number of volunteers per team for that role. If a specific team position is split, only one designated person will receive volunteer credit for that opportunity.

TEAM MANAGER/HEAD COACH – 1 per team (Season Position)

This position is the team lead in charge of team players, assistant coaches, and all communications between the League and parents regarding schedules, changes, rainouts and CLL events. Managers instruct players in proper baseball skills, produce player lineups and provide overall player support and encouragement. For Minor divisions and up, Managers are ultimately responsible for monitoring pitch counts and limiting pitchers to the maximum number of pitches per day and subsequent days of rest for the age of the pitcher (LL Pitching Rules). Managers report the game day pitch count log to their respective division representatives. Managers also help secure team parent and assistant coaches. Managers, along with Assistant Coaches, are responsible for field setup and break down before and after games. Team Managers are exempt from Concession Stand duties.

Managers are subject to board approval and are not guaranteed a coaching position from year to year. This position also requires attendance at Manager meetings and possible instructional sessions/coaching clinics.

TEAM PARENT – 1 per team (Season Position)

This position's primary role is to organize and track volunteer time throughout the season on behalf of their team. This includes the date and time parents volunteered for the concession stand. For each HOME game, Team Parents are responsible for ensuring there are volunteers for the scoreboard operator and game announcer should your field require it. At the end of the season the Team Parent is to submit to the CLL Treasurer an official recordkeeping of volunteer time for the season. Team Parents are expected to help promote compliance with the Volunteer Policy. Team Parents are exempt from Concession Stand duties.

Team parent role can also include:

- Sending out team communications to parents (re: special events, game or practice changes, parties, etc.)
- Organizing a snack schedule (if agreed by team)
- Planning the team's end of season party
- Coordinating team participation in league fundraiser
- Organizing player trophies or appropriate coaches' gifts

NAMED ASSISTANT COACH – 1 per team (Season Position)

This position assists the Manager with anything involving team practices, player organization, skill building, game operations, equipment handling, GameChanger, team jersey distribution and general player and team support. This position also needs to assist the Team Manager with field setup and break down before and after games. Assistant coaches are exempt from Concession Stand duties.

Assistant Coaches are also subject to board approval and are not guaranteed a coaching position from year to year.

All teams may have a pre-draft assistant coach and a post-draft assistant coach (two total). Tee Ball is permitted to have 2 pre-draft assistant coaches and 1 post-draft coach (three total).

Note: Teams are permitted to have additional, unlisted assistants help coach the team. However, they can only receive points by volunteering in the concession stand.

Concession Stand Volunteer Hours: (MANDATORY of 5 hours for each family other than Coaches and Team Parent)

The Concession Stand is a large revenue driver for the league. It is incredibly important that it is well staffed throughout the season. It is the goal of the league to have the concession stand open for game days and special events at the complex.

- There should always be 2-3 **adult** volunteers at the stand. A teenage child may assist an adult but will not count as additional volunteer hours for that family.
- Register for shifts via Sign Up Genius (to be provided on a rolling basis during the season). You will receive an email reminder the day before your shift.
- Duties to include: Selling food and drinks at the counter, cooking and preparing food, recording sales numbers during shift and cleanup

There is no prior experience required for any of these volunteer opportunities. It is the **Concession Stand Coordinator's** responsibility to insure appropriate coverage for all shifts. For any substitutions to the shifts or cancellations, a Volunteer Coordinator must be contacted in advance if you are not able to get a replacement. *Failure to show for your scheduled volunteer shift without any communication will result in an automatic charge of the Opt-Out fee (\$100).*

Fundraiser Committee: - unlimited number (Season Position)

Every year, Coventry Little League holds a fundraiser to help raise money for the league. With our successful fundraisers, we have been able to keep our registration fees down while still affording the maintenance of our complex and providing our players the necessary equipment needed.

There is no limit to how many people can join the committee, however, to receive full credit for this volunteer position, committee members must attend at least 2/3rds of the meetings and volunteer at the event. If the committee member is unable to attend the date of the event, they can provide a volunteer in their place. Please let your Team Parent know that you are interested in joining the committee. Fundraiser Committee members are exempt from Concession Stand duties.

Volunteer Registration and Volunteer Application

Thank you for joining our parent volunteer's organization. We would not be successful without your commitment to the League!

Note: Season Positions (with the exception of Scorekeeper) are required to fill out a volunteer application found on the CLL website and are subject to a background check. An application must be filled out in the Volunteer section and e-signature applied. A copy of your photo ID must also be scanned and emailed with your volunteer form or given to your team parent who in turn will provide our safety coordinator with a copy.