Coach Policies and Procedures
(Section 3)

3A. Selection of Coaches

The President, Vice-President and Travel Director will be responsible for the selection of coaches in the Travel Leagues. Coach selections will be made based upon previous experience, in-person interview, and knowledge of baseball and youth sports, etc. Parent and Board of Directors input will be considered. Year-end evaluations of the previous years' coaching will also be considered. If a conflict arises wherein the President, Vice-President or Travel Director (herein also known as "Executive Board Member") are also up for coach selection for a particular team, that Executive Board Member will remove themselves from the coach selection discussion, and the remaining Voting Members (*see* Appendix A) will be required to participate in the selection process. Travel coaches will be selected post-tryouts.

Minors and Majors coaches will be selected by the Majors/Minors/Zball Director. The selection will be made based upon previous experience, knowledge of baseball and youth sports, etc. and the willingness and capability to perform the responsibilities of coach. Parent and Board of Directors input will be considered. Year-end evaluations of the previous year's coaching will also be considered.

Once applied, each head coach and their assistant coaches will be required to complete a background check through Trusted Coaches. The detailed results of the background check will be kept strictly confidential. The background check results for the coach candidate must meet criteria pre-determined by Trusted Coaches. If the candidate does not meet the background requirements, the individual will not be eligible to act as a coach of Zimmerman Youth Baseball in any capacity or at any level.

3B. Coaches' Responsibilities

A coach is responsible for the development and conduct of all players on his/her team. A coach's primary function is to teach skills and develop the players both socially and physically. Coaches are accountable to the Zimmerman Youth Baseball Board of Directors and will follow the guidelines listed below:

1. Hold a parent/coach meeting prior to the first season game to explain the rules, goals, and objectives to the team.
2. Clearly state the expectations of the players and parents for the season.
3. Communicate regularly with individual players and parents.
4. Be positive and use constructive criticism.
5. Be enthusiastic and make baseball fun.
6. Encourage team play and values over individual accomplishments.
7. Expect team members to show up on time and ready to learn.
8. Develop players to play a variety of positions within the player's physical and mental abilities.
9. Use proper control at all times. This includes proper conduct with all umpires and officials.
10. Teach proper sportsmanship by requiring all players line up and shake hands after every game.

11. Enforce all rules without prejudice toward any one player.
12. Coaches will refrain from the use of alcoholic beverages and tobacco prior to and during games and practice situations.
13. Maintain team discipline. Matters of discipline should be discussed privately between the player and the coach (and parent if appropriate).
14. Support Zimmerman Youth Baseball and the Board of Directors.
15. Conduct yourself as a role model for the players and the parents.

3C. Coaches' Playing Time Policy

As a baseball organization supporting the local area youth, it is our mission to support, develop and make each player's baseball experience a positive one. Coaches will strive to accomplish this and to pass on his/her knowledge to develop each player. One area that is particularly difficult to manage is equal playing time.

Zimmerman Youth Baseball has communicated to each coach the need to be as fair as possible when determining playing time.

Majors/Minors Coaches are expected to ensure playing time is equal, unless the player has unexcused absences as described in the Player Attendance Policy (Section 2M)

Traveling Coaches for 13 and Under are expected to ensure each player plays 50% of the innings played by the team throughout the season.

Traveling Coaches for 14 and Older should endeavor to get players into 50% of the innings.

Parents and players should keep in mind that scheduling equal playing time is a very difficult task, especially when factors outside the coach's control come into play, such as rain-outs, 10-run rule, etc… If a parent or player feels that playing time is not evenly distributed and/or fair, please communicate to the coach off the field and preferably at a place and time where both parties can have a constructive conversation.

3D. Filing Complaint Against a Coach

It is the desire of Zimmerman Youth Baseball to have conflicts and complaints regarding a Zimmerman coach handled and resolved directly between the parents (or legal guardian), player and the coach involved. Our volunteer coaches have a difficult responsibility and often his/her decisions, actions, coaching style, coaching methods, etc. will not make everyone happy. Parents should consider this fact before making a complaint against a coach. Unless the complaint is of a serious nature (see note below), the first step in resolving a complaint should be to have a direct discussion with the coach.

If the direct discussion with the coach regarding his/her behavior and/or coaching philosophy does not yield satisfactory results, and the parent or legal guardian wishes to elevate the complaint, they should then contact the appropriate League Director. A 24-hour waiting period after an incident occurs is required before issuing a complaint to the League Director. This

24-hour waiting period is a cooling down period so one does not act out in anger. The complaint against the coach will be reviewed by the League Director. The League Director will determine what action, if any, is to be taken. If the League Director desires advice from other Board Members, such advice can be sought either formally or informally. The League Director will communicate back to the parent what actions, if any, will be taken.

Should a parent or legal guardian be unsatisfied with the results or actions of the complaint issued to the League Director, a "Formal Coach Complaint" form can be submitted to the Zimmerman Youth Baseball Board. A 24-hour waiting period after an incident occurs is required before filing a "Formal Coach Complaint". This 24-hour waiting period is a cooling down period so one does not act out in anger. The Board will take up the issue at its next regularly scheduled meeting. The coach will be immediately notified of the complaint filed. The Board will conduct an investigation into the complaint. Upon investigation, the Board will make a final ruling. The actions, if any, to be taken will be communicated to both the coach and to the parent or legal guardian who filed the complaint. A parent will have no further recourse once the decision of the Board has been made.

A coach's recourse to any disciplinary action will be to notify the appropriate League Director or other Board Member and request to appear before the Board at the next regularly scheduled meeting. Once the appeal is heard, a vote of the Board of Directors will be taken and the decision will be final. If the coach is suspended he/she will not be allowed to coach at games or practices until the appeal is heard. If the suspended coach is present at a game, practice or team activity he/she is not permitted to make contact with players or assistant coaches during the activity. He/she shall at no time provide direction or guidance regarding the team at any time during the suspension. Any attempt while on suspension to coach or direct team play or activities will result in permanent suspension and the individual will be banned from attending any official activity of Zimmerman Youth Baseball.

Please note: Complaints regarding a coach's behavior that are of a serious nature such as substance use, weapons, physical abuse, physical assault, sexual harassment or other grievous conduct should immediately be reported to the President of Zimmerman Youth Baseball or other Board Member. The 24-hour wait period does not apply to such issues. An immediate investigation will be ordered. If upon investigation the incident warrants, the appropriate law enforcement agencies will be notified. Grievous issues will be treated seriously and will be handled in an expedient manner.

3D. Coach Code of Conduct

1. I will not berate the officials or tease, bait, or "trash talk" my opponent.
2. I will not use profanity.
3. I will encourage good sportsmanship by demonstrating positive support for all players, coaches, contest administrators and officials at every game.
4. I will place the emotional and physical well being of my teammates and opponents ahead of my personal desire to win.
5. I will treat other administrators, players, coaches, fans and officials with respect regardless of race, gender, creed or ability.

6. I will demand a sports environment that is free from drugs, tobacco and alcohol and will refrain from their use at sporting events.
7. I will do my best to remember that youth sports are supposed to be FUN and that winning and losing are part of everyone's experience.
8. I will express my concerns through the proper channels in a dignified manner.
9. I will respect the volunteers that are assisting with the conduct of these events.
10. I will respect and adhere to the rules governing eligibility and competition.

Any serious infractions of the above need to be brought to the Board via a Formal Complaint. Any appeal needs to be submitted to the Board.

3E. Coach Social Media Policy:

No coach shall post or share statements or photos on Social Media regarding Zimmerman Youth Baseball Board of Directors, Coaches, Referees, Parents or other Players that is, or could be perceived as, negative or derogatory. Should any post be brought to the attention of Zimmerman Youth Baseball Board of Directors, the offending coach will be warned and the post must be removed immediately. If it is not removed, the Board of Directors reserves the right to remove the associated player from the Zimmerman Youth Baseball Program and ban them from any Zimmerman Youth Baseball activity or event. If an offending coach has received a warning and repeats the offense a second time, the Board of Directors shall remove the associated coach from the Zimmerman Youth Baseball program and ban them from any Zimmerman Youth Baseball activity or event.

3F. Sanctioned Games/Events

League rules, policies and guidelines will take precedent over Zimmerman Youth Baseball guidelines when teams are participating in sanctioned games or events.