



## **Sportsmanship Coordinator**

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### **Purpose**

The AYSO volunteer position of sportsmanship coordinator is intended to be responsible for directing the sportsmanship program.

### **Specific Duties and Responsibilities**

The sportsmanship coordinator is expected to:

1. Purchase sportsmanship patches and cards (from the area director) during the summer;
2. Get final team information (team number and name, coaches, names, number of games per team);
3. Assemble and label the appropriate number (for the pre-, regular, and post-season games) of cards with patches stapled to each card for every team, along with instructions;
4. Provide these packets to the uniform coordinator prior to the uniform distribution meeting;
5. Make arrangements for providing extra patches and cards as necessary;
6. Make extra patches available for sale at the next to last game (purchase contingent on team showing that they earned patches for at least 75 percent of their games); and
7. Return funds to the treasurer and extra patches and cards to the coach administrator.

### **Qualifications and Desired Skills**

To be considered for the position of sportsmanship coordinator, the applicant should:

1. Be organized;
2. Be detail oriented; and
3. Successfully pass a screening, including a background check.

## **Supervision Protocols**

While performing as the sportsmanship coordinator, the volunteer is:

1. Subject to the bylaws, rules, regulations, policies, procedures, and guidelines of AYSO;
2. Under the overall authority of and directly supervised by the regional commissioner; and
3. To maintain the recommended adult to child supervision ratio of 1:8 or less; that is one adult for every eight or fewer children and two adults (one of whom may be the coach and one of whom should be of the same gender as the group) present at all times. For the protection of both the children and the volunteer, no volunteer should permit himself or herself to be alone with any child or group of children (except his or her own) during AYSO-sponsored activities.

## **Time Commitment**

The anticipated time commitment for a sportsmanship coordinator is a full year. The estimated hours to fulfill duties by month shall be filled in by the regional commissioner:

Jan:	hrs.	Feb:	hrs.	Mar:	hrs.	Apr:	hrs.	May:	hrs.	Jun:	hrs.
Jul:	hrs.	Aug:	hrs.	Sep:	hrs.	Oct:	hrs.	Nov:	hrs.	Dec:	hrs.

## **Orientation, Training, Certification, and Continued Education Provided**

To prepare a volunteer for the position of sportsmanship coordinator, AYSO will offer the following educational opportunities which the volunteer is expected to take advantage of and participate in, as appropriate.

1. Orientation by the regional commissioner;
2. Board and Staff Introductory Certification (BASIC);
3. AYSO Safe Haven Program; and
4. Appropriate Management workshops.

## **Activity Locations**

While performing the duties of sportsmanship coordinator, the volunteer is limited to the following locations, unless expressly authorized in writing by the regional commissioner to hold activities in another location.

1. Regional board meetings;

2. The annual Section Conferences;
3. Assigned field locations;
4. Assigned classroom locations; and
5. Independent work at home alone, in committees of adults, or in a properly supervised situation with children.