

## **Commissioners and Coaches Qualifications and Responsibilities**

### **Commissioners**

The commissioners are appointed annually from a list of applicants. Applications are submitted by the end of the school year.

The duties of the commissioners are:

- See that each player receives their uniform
- Collect the uniform at the end of the season
- Provide the coaches with relevant information concerning tournaments
- Attend specific Diocesan meetings for their sport and provide the other coaches, Board members and the principal with this information
- Provide the Principal, Board, and Diocese with the team rosters
- Coordinate practice times in the gym or on the field
- Ensure that the Diocesan fee payment, registration and administration for their sport are accomplished
- Oversee the coaches in their sport

Commissioners are members of the Board, but they may not be officers while serving as a commissioner. Commissioners are appointed annually by the officers subjected to the approval of the principal.

### **Coaches/Commissioners**

- Prior to being approved as a Coach or Commissioner, the following is mandated by the Diocese
- Registration in the Diocesan Data Base
- PA child Abuse History (DWP-Abuse)
- Consent/Release of Information from for the Pennsylvania Child History Clearance (Signed and Returned to School)
- State Police (PA) Criminal record
- Protecting God's Children for Adults (PGC) workshop-local parishes and the Alpha annually provide these workshops
- Child Protection Services Law Training (CPSL) (Booklet to be read and signed)
- Code of Pastoral Conduct (CPC) (Booklet to be read and signed)

All of the above forms must be completed and returned to the school prior to coaching. FBI fingerprinting if you have lived out of the State

Applications for Coaching and Commissioners are submitted to the Board and final approval is given by the Principal after all Protecting God's Children Clearances are finalized and received by the school office.

### **Evaluations:**

At the end of the season, coaches will be evaluated by the Board and parents.