



# Guildford Mavericks

## Baseball Club

### Volunteers Mentoring and Support Procedures

#### General

1. Inform all coaches, officials and volunteers that they need a CRB/DBS Criminal Disclosure Certificate.
2. Maintain a list and copies of each person's certificate in Club Accreditation Pack.

#### Training

1. Volunteers Coordinator to give new volunteers copies of the Club's documents regarding:
  - our Player Code of Conduct
  - our Code of Ethics for Youth Coaches
  - our rules for Good Practice in the care of Children
  - our Bill of Rights for Young Athletes
  - our Code of Ethics for Parents [of young athletes]
  - our Club Photography Policy, and publication of photographs
2. Volunteers Coordinator to shadow and help the new volunteer in their work with the Junior Team, or appoint another experienced volunteer to do so.
3. Volunteers Coordinator to be available to answer any questions new volunteers may have at the ends of training sessions and games.
4. Volunteers Coordinator to make sure new volunteers have necessary contact numbers of other appropriate Club volunteers.

#### Support

1. Make sure every volunteer knows the other volunteers.
2. Maintain and distribute to each volunteer a list of the volunteers and their contact details.
3. Maintain a schedule of practice and game days and times and make sure all volunteers have a copy of this scheduling.
4. Coordinate a roster of volunteers for each practice or game day.