



# VOLUNTEER COACH APPLICATION

**Warrenville Park District**  
3S260 Warren Avenue  
Warrenville, IL 60555  
Phone: (630) 393-7279  
Fax: (630) 393-7282  
www.warrenvilleparks.org

Please fill out this form completely and return it to the Recreation Center at 3S260 Warren Avenue. You may drop the form off during regular business hours, Monday through Thursday's: 9:00 a.m. to 8:00 p.m., Friday's: 9:00 a.m. to 4:30 p.m. and Saturday's: 9:00 a.m. to 12:00 p.m. OR you may drop it off after hours in our Drop Box located outside the Park District's Upper Level Main Entrance Doors. Individuals may also mail in the form to the address listed in upper left hand corner or fax it in at (630) 393-7282.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Sport(s) Interested in Coaching: \_\_\_\_\_  
\_\_\_\_\_

Age/Grade Level you are interested in coaching: \_\_\_\_\_

Age/Grade Level of Your Child if Participating: \_\_\_\_\_

Please List **ALL** Previous Youth Coaching Experience: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever been convicted of, or have been found to be a child sex offender?  
 Yes  No

Have you Coached previously for the Warrenville Park District?  Yes  No

If Yes, What Sport did you Coach? \_\_\_\_\_

How Many Years? \_\_\_\_\_ What age/grade level(s)? \_\_\_\_\_

Have you attended any workshops/classes on coaching? If so, please List: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are you certified through any of the following coaching certification programs?

**National Youth Sports Certification Association (NYSCA)?**  Yes  No

**American Sports Education Program (ASEP)?**  Yes  No

**Other :** \_\_\_\_\_  Yes  No

Would you be interested and able to participate in a Coaches Training Program if required to do so?

Yes  No

I would prefer to act as volunteer as a:  Head Coach  Assistant Coach

T-Shirt Size  S  M  L  XL  \_\_\_\_\_

If chosen as a coach or assistant, I would prefer to be coaching with: \_\_\_\_\_

(Leave Blank if NO Preference or Request)

### **Basic Requirements for Volunteer Coaches**

1. Enjoy working with youth and providing them with positive learning experiences.
2. Be available to organize and schedule one practice a week for your team.
3. Be available to make practice and games.
4. Required to Attend the Coaches Training Clinics scheduled by Park District Staff.
5. Complete an Illinois State Police Criminal Background Check and Volunteer Waiver form and approve the Park District to submit for processing. All applicants must comply to be eligible for coaching positions.
6. Coaches are requested to refrain from smoking while coaching in the Park District Program.
7. Coaches are required to abide by the Warrenville Park District Behavior Management/Code of Conduct.

**Thanks for your support of the youth of Warrenville, and the Warrenville Park District. We appreciate your interest in becoming a volunteer coach!**

**All applicants will be informed if they have been assigned a team. Please call 393-7279 for more information.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# WARRENVILLE PARK DISTRICT

## Criminal Background Check Release Form

Please Complete All Information

PRINT CLEARLY IN INK

Staff Person Submitting Form \_\_\_\_\_

- Employee       WPD Volunteer  
 Affiliate       Program \_\_\_\_\_  
 WAA       Other \_\_\_\_\_  
 WGSA

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Sex: \_\_\_\_\_ Race: \_\_\_\_\_ **Leaving this field blank, may result in a false or multiple "hit(s)" or "no hit"**  
A = Asian/Pacific Islander, B = Black, I = American Indian/Alaskan Native,  
W = White, U = Unknown

Below is the information regarding the District's requirement to conduct background checks and the convictions that will disqualify an applicant from being hired. All employment offers are contingent upon passing a criminal background check.

### CONVICTION INFORMATION REQUEST RELEASE FORM

NOTICE: The Warrenville Park District is required by State Statute (70 ILCS 1205/8-23) to obtain criminal conviction information concerning applicants, and shall perform a criminal background check for applicants for all positions, including the position for which you have applied. Conviction of offenses enumerated in subsection (c) of said statute (listed below) shall automatically disqualify the applicant from consideration for working for the Warrenville Park District. All other convictions shall not automatically disqualify the applicant from consideration, but rather the conviction will be considered in relationship to the specific job. This statute applies to all employees, part-time, full-time, seasonal, etc. All information concerning the record of convictions will be kept confidential and will only be transmitted to those persons who are necessary to the decision on whether to hire the applicant for employment. No park district shall knowingly employ a person for whom a criminal background check has not been initiated. An applicant who refuses to authorize a criminal background check shall disqualify himself/herself from any employment with the District.

The Warrenville Park District shall not knowingly employ nor allow to volunteer for it any person who has been convicted, or adjudicated a delinquent minor, for committing attempted first-degree murder or for committing or attempting to commit first degree murder, a Class X felony, or any one or more of the following criminal offenses:

- (i) those defined in Sections 11-1.20, 11-1.30, 11-1.40, 11-1.50, 11-1.60, 11-6, 11-9, 11-14.3, 11-14.4, 11-15, 11-15.1, 11-16, 11-17, 11-18, 11-19, 11-19.1, 11-19.2, 11-20, 11-20.1, 11-20.1B, 11-20.3, 11-21, 11-30 (if convicted of a Class 4 felony), 12-7.3, 12-7.4, 12-7.5, 12-13, 12-14, 12-14.1, 12-15, and 12-16 of the Criminal Code of 1961 or the Criminal Code of 2012;
- (ii) nor (ii) any offense committed or attempted in any other state or against the laws of the United States, which, if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses. Further, the Warrenville Park District shall not knowingly employ nor allow to volunteer for it any person who has been found to be the perpetrator of sexual or physical abuse of any minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987. The Warrenville Park District shall not knowingly employ nor allow to serve for it as a volunteer any person for whom a criminal background investigation has not been initiated.

The Warrenville Park District shall not knowingly employ a person who has been convicted of the following drug offenses, other than an offense set forth in (i) and/or (ii) above, **until 7 years following the end of the sentence imposed for any of the following offenses:**

- A. those defined in the Cannabis Control Act, except those defined in Sections 4(a), 4(b), 4(c), 5(a), and 5(b) of that Act;
- B. those defined in the Illinois Controlled Substances Act;
- C. those defined in the Methamphetamine Control and Community Protection Act; and
- D. any offense committed or attempted in any other state or against the laws of the United States, which, if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses. For purposes of this paragraph, "sentence" includes any period of supervision or probation that was imposed either alone or in combination with a period of incarceration.

The Warrenville Park District shall require volunteers to complete an application prior to beginning any work as a volunteer. The application shall include, but shall not be limited to, a question for the applicant to answer concerning whether they have been convicted of or found to be a child sex offender. If a volunteer is under 18 years of age, the volunteer's parent or legal guardian may complete the application on behalf of the volunteer. The Warrenville Park District shall not knowingly engage a volunteer who has been convicted of or found to be a child sex offender and shall terminate the services of the volunteer upon discovery of such an offender.

If a current volunteer with the Warrenville Park District is convicted of or found to be a child sex offender, the volunteer shall immediately disclose the conviction or finding to the Warrenville Park District.

**Have you ever been convicted of a felony?**     Yes     No    If Yes, please explain on back of sheet

Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Date: \_\_\_\_\_

#### FOR ADMINISTRATION USE ONLY:

Date Submitted to ISP: \_\_\_\_\_ Date Returned: \_\_\_\_\_  
Staff Initials: \_\_\_\_\_ Notes: \_\_\_\_\_  
 National Child Sex Offender Registry       IL Sex Offender Registry  
 IL Murderer & Violent Offender Registry       Methamphetamine Registry



# Warrenville Park District

## VOLUNTEER WAIVER & RELEASE

The Warrenville Park District is committed to conducting its recreation programs and activities in a safe manner and holds the safety of volunteers follow safety rules and instructions that are designed to protect the volunteer's safety. However, volunteers must recognize that there is an inherent risk of injury when choosing to volunteer for any activity or program.

Please recognize that the Warrenville Park District carries only limited medical accident coverage for volunteers; therefore, it is strongly urged that all volunteers review their own health insurance policy for coverage. Additionally, each volunteer is solely responsible for determining if he/she is physically fit and/or properly skilled for any volunteer activity. It is always advisable, especially if the volunteer is pregnant, disabled in any way or recently suffered an illness, injury or impairment, to consult a physician before undertaking any physical activity.

### WARNING OF RISK

Despite careful and proper preparation, instruction, medical advice, conditioning and equipment, there is still a risk of serious injury when providing volunteer services. Understandably, not all hazards and dangers can be foreseen. Volunteers must understand that depending upon the volunteer services, certain risks, dangers and injuries due to acts of God, inclement weather, slips and falls, inadequate or defective equipment, failure in supervision or instruction, premises defects, horseplay, carelessness, lack of skill or technique, and all other circumstances inherent to the particular volunteer services exist. In this regard, it must be recognized that it is impossible for the Park District to guarantee absolute safety.

### WAIVER AND RELEASE OF ALL CLAIMS AND ASSUMPTION OF RISK

Please read this form carefully and be aware that in consideration for providing volunteer services, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you may sustain as a result of participating in any and all activities connected with and associated with your volunteer services (including transportation services/vehicle operations, when provided).

As a volunteer, I recognize and acknowledge that there are certain risks of physical injury to volunteers in this program/activity, and I voluntarily agree to assume the full risk of any and all injuries, damages or loss, regardless of severity, that I may sustain as a result of my volunteer services. I further agree to waive and relinquish all claims I may have (or accrue to me) as a result of my volunteer services against the Warrenville Park District, including its officers, officials, agents, volunteers and employees (hereinafter collectively referred as "Parties").

I do hereby fully release and forever discharge the Parties from any and all claims for injuries, damages, or loss that I may have or which may accrue to me and arising out of, connected with, or in any way associated with my volunteer services.

**I have read and fully understand the above important information, warning of risk, assumption of risk and waiver and release of all claims. If registering on-line or via fax, my on-line or facsimile signature shall substitute for and have the same legal effect as an original form signature.**

PLEASE PRINT

Volunteer's Name: \_\_\_\_\_

Parent Name: \_\_\_\_\_

(Only needed if under the age of 18)

Address: \_\_\_\_\_

\_\_\_\_\_  
Volunteer's Signature

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

### PARTICIPATION WILL BE DENIED

**If the signature of the volunteer and date are not on this waiver.**