



Head Coach Job Description

Serving as a Head Coach is the most rewarding way to get involved with Girls on the Run and learn more about our program. You get to experience the program first hand, feel a sense of accomplishment that you have made a difference in the lives of the girls and have a ton of fun with your team of coaches and incredible girls!

Job Summary:

The Head Coach is a volunteer position that works with a team of coaches to facilitate the Girls on the Run curriculum to program participants. This position works closely with the Program Coordinator and entails approximately 3-4 hours per week with additional time required on two to three weekend days for: a one day six hour training; a community race event; and for First Aid/CPR training, if necessary.

Core Duties/Responsibilities include the following (other duties may be assigned):

- Understanding and believing in the mission of the organization and acting as a spokesperson for the program.
- Serving as a role model and mentor
- Preparing, organizing, and supervising the weekly lessons
- Leading the program participants through each lesson
- Interacting with parents of program participants; planning and coordinating the end of season banquet
- Attending 3-4 coaches meetings with the GOTR Staff during the season
- Coordinating the community project
- Attending the end of season community 5K event with program participants and other volunteers

Qualifications:

- A strong desire to work in the field of girl development
- Experience working with youth
- Excellent communication skills
- The ability to be flexible and to improvise when needed
- To inspire and motivate others to believe in the Girls on the Run mission
- High organizational skills
- The ability to recognize conflict and have the skills to help resolve it
- The capacity to work in a partnership with a co-coach and/or assistant coaches
- Attend a full day coach's training with the Executive Director and/or Program Coordinator
- First Aid/CPR certification

Experience:

- The ideal candidate would have the following experiences:
- Has worked directly with girls ages 8-11 in a girl-positive environment
- Strives to lead a healthy lifestyle
- Has volunteered in direct service organizations
- Has awareness of the common and different needs of girls

How to Apply:

The easiest way to apply is by filling out an application at www.GOTRLincolnCounty.org. Applications can also be mailed or emailed to the following: Melissa.Lasarsky@GOTRLincolnCounty.org



Assistant Coach Job Description

Serving as an assistant coach is a fun and rewarding way to get involved with Girls on the Run and learn more about our program. You get to experience the program first hand, feel a sense of accomplishment that you have made a difference in the lives of the girl, and have a ton of fun with your team of coaches and incredible girls! This is a perfect opportunity for individuals who can't make the twice-weekly time commitment to be a head coach!

Job Summary:

The Assistant Coach is a volunteer position that assists the Head Coach(s) at a Girls on the Run program site. The position entails approximately 1.5-3 hours per week for 12 weeks. Assistant Coaches can choose to attend both program sessions per week OR commit to only one day a week. We ask each Assistant Coach to determine which schedule works best for them and to maintain that schedule throughout the program for consistency on behalf of the girls. While the Assistant Coach is not primarily responsible for facilitating the Girls on the Run curriculum, they are there to support the Head Coach and program participants.

This volunteer position may be used as a college internship, service learning project or other college credit project upon agreement of the school and Program Coordinator or Executive Director.

Core Duties/Responsibilities include the following (other duties may be assigned):

- Understand and believe in the mission of Girls on the Run
- Serve as a role model and mentor for program participants
- Attend program session on selected day(s) on a consistent basis
- Assist with all aspects of the facilitation of the Girls on the Run curriculum
- Attend coaches meetings in absence of head coach
- Encourage and cheer for all participants
- Participate in games and workouts with the girls as needed by the coaches
- Attend a community 5K with coaches, program participants and other volunteers

Qualifications:

- A strong desire to work in the field of youth character development
- Excellent communication skills
- Experience working with youth
- Capacity to work in a partnership with a head and assistant coach(s)
- Flexibility/Ability to accommodate to a changing environment
- Attend a full day coach's training with the Executive Director and/or Program Coordinator
- Strives to lead a healthy lifestyle

How to Apply:

The easiest way to apply is by filling out an application at www.GOTRLincolnCounty.org. Applications can also be mailed or emailed to the following: Melissa.Lasarsky@GOTRLincolnCounty.org

GOTR of Lincoln County VOLUNTEER APPLICATION



Girls on the Run of Lincoln County

Please print clearly and return this application to:

Girls on the Run of Lincoln County
7834 Galway Lane
Denver, NC 28037
Melissa.Lasarsky@GOTRLincolnCounty.org

THANK YOU for your interest in volunteering with Girls on the Run! We look forward to working with you and will contact you to arrange an interview when we receive your application.

LAST NAME: _____ FIRST NAME: _____ M.I. _____

HOME ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____ BIRTHDATE: _____

HOME PHONE: _____ WORK PHONE: _____

CELL PHONE: _____ E-MAIL: _____

EMERGENCY CONTACT: _____ PHONE: _____

PREFERRED METHOD OF CONTACT:

E-mail

Home phone

Work phone

Please answer the following questions:

1. I am interested in serving as a **Girls on the Run:**

____ Head Coach (open to women only)

____ Assistant Coach

____ Running Buddy for 5K

____ Volunteer for 5K

- Volunteer for specific site (i.e., bring snacks, prepare lesson materials)
- Web Development
- Administrative support
- Advocate at open houses, volunteer fairs, etc.
- Event Planning/Public Relations
- Fundraising and/or Grant Writing
- Other - Please explain: _____

2. I prefer to work with **Girls on the Run**:

- Weekdays, early afternoons (1:30pm-4pm)
- Weekdays, late afternoon or early evening (4pm-7pm)
- Weekends
- Other - Please list times: _____

3. If you are interested in coaching, please check the area(s) you would prefer to volunteer [please check all that apply]:

- Lincoln Charter School/Denver Campus site
- Lincoln Charter School/Lincolnton Campus site
- Lincoln County YMCA
- Catawba Springs School
- Other- **Please specify:** _____

4. I prefer to coach **Girls on the Run** (3rd -5th grade) **Girls on Track** (6th- 8th grade)

Additional Information

1. How did you hear about Girls on the Run of Lincoln County?

- Poster/Sign
- Friend, please share their name with us so we can thank them: _____
- Website
- Volunteer Fair/Open House
- Other: _____

2. What is your experience working with children, specifically in 3rd-5th grades?

3. Please list your current and/or past volunteer experience and the length of time you volunteered:

4. Please share special skills/qualifications you possess that would be of value to Girls on the Run:

5. Why do you wish to volunteer with Girls on the Run?

6. Why is working with girls important to you?

7. Name one of your strengths and one of your challenges, especially in reference to working with girls.

8. If you would like to coach, please share how you envision your coaching style?

9. What do you do to maintain life balance?

10. If you are planning to coach, what is the one thing that you want the girls to specifically learn from you?

11. Why would you be a good role model for these girls?

12. Please list two individuals who can serve as references for you and your character.

Name	Contact Information	Relationship to You

13. Please briefly list your education background.

Girls on the Run volunteers are positive role models for our participants. Therefore, all must be drug and tobacco-free and must not consume excessive amounts of alcohol. In addition, if a Girls on the Run coach has been treated for any addiction (including, but not limited to eating disorders, alcohol or drug use) that coach must have successfully completed treatment at least one year prior to the date signed below. Girls on the Run of Lincoln County reserves the right to dismiss volunteers for violation of this policy. By signing below, you solemnly swear that you are abiding by all of the above policies and the terms set forth in the head or assistant coach job description.

Signature _____

Date _____



Background Check Authorization Form

As part of our procedure for determining your eligibility to volunteer or work with Girls on the Run (or to continue to be a volunteer or employee), we may obtain and consider criminal records, credit reports, driving records, consumer reports and other background checks regarding you. Since we may use consumer reporting agencies to provide Girls on the Run such reports, we are providing you this notice and authorization form in order to comply with the Fair Credit Reporting Act in those cases when the Act applies.

Authorization to Conduct and Consider Background Checks

I hereby authorize Carolina Connections, Inc., Girls on the Run, and its agents to conduct a comprehensive review of my background causing a consumer report, MVR, criminal history, and other reports as deemed necessary by Girls on the Run. I understand that the scope of the consumer report/investigative consumer report may include but is not limited to verification of social security number; current and previous addresses; employment history; education; character references; criminal history for all jurisdictions; motor vehicle records; drug screening; and all other public documents required. I further authorize any individual company, firm, corporation, or public agency to divulge any and all information, verbal or written, pertaining to me to Carolina Connections, Inc. for Girls on the run and its agents. I also understand that this authorization, in original or copy form, authorizes Girls on the Run to obtain and consider such reports regarding me at any time when considering my potential or continued involvement with Girls on the Run, both now and in the future.

I hereby release Carolina Connections Inc., and its agents, officials, representatives or assigned agencies, including officers, employees or related personnel both individually and collectively, from any and all liability for damages of whatever kind, which may, at any time result to me, my heirs, family, or associates because of compliance with this authorization and request release.

Certification of Information Submitted to Girls on the Run

I acknowledge that I have read the information contained on this form carefully. I also certify that all of the information provided by me on the attached data sheets is true and complete to the best of my knowledge. I further understand that any omission of fact or false or misleading information given on the attached data sheets may result in the termination of my employment / engagement / volunteer status at Girls on the Run, as applicable.

General Release

I hereby release Girls on the Run and its officers, directors, employees and other agents, and all other persons, employers, businesses, schools, consumer information agencies, records search firms and other entities, of and from any and all potential liability arising from inquiries by employment / engagement / volunteer status at Girls on the Run and its agents concerning the background checks described above and/or the compilation or use of such information and reports regarding me. I understand that I may request a complete and accurate disclosure of the nature and scope of the background verification; to the extent such investigation includes information bearing on my character, general reputation, or personal characteristics.

Date: _____

Signature: _____

Print Name: _____



Background Check Authorization Data

Please complete the following for proper identification purposes:

Full Name: _____
Last First Middle

Maiden/Other: _____ Dates Used: _____

Social Security Number: _____ - _____ - _____ Date of Birth:** _____

Driver's License Number: _____ State: _____ Expiration: _____

Address: _____ County: _____ State: _____ Zip: _____

Have you lived at your current address for longer than 90 days? _____ Yes* _____ No

*If Yes, how long? _____

Please list all other cities, counties and states in which you have lived within the past 10 years. Attach another page if necessary.

Address, City, State, Zip	County	Dates
_____	_____	_____
_____	_____	_____
_____	_____	_____

List any and all other names or Social Security Numbers that you have used and the years changed.

Please list any felony or misdemeanor criminal convictions, guilty pleas or pleas of nolo contendere/no contest, deferred prosecutions, prayers for judgment, or pending charges (excluding minor traffic violations; **note:** offenses such as DUI/DWI, vehicular manslaughter, and reckless driving are not minor traffic violations and must be listed). Provide dates, courts of jurisdiction, counties/parishes and states. Attach another page if necessary.



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If you are seeking a position or hold a position that involves driving on behalf of Girls On The Run, please list any felony or misdemeanor criminal investigations, charges, arrests, indictments, convictions, guilty pleas, pleas of nolo contendere/no contest, deferred prosecutions, or prayers for judgment involving the operation or ownership of a motor vehicle, including offenses such as DUI/DWI, vehicular manslaughter, reckless driving, speeding AND minor moving or non-moving traffic violations. Provide dates, courts of jurisdiction, counties/parishes and states. Attach another page if necessary.

** Note: Information regarding your date of birth is being obtained for purposes of your background check only.

Date: _____

Signature: _____

Print Name: _____

MN & Oklahoma Residents please note: In connection with your application for employment, your consumer report may be obtained and reviewed. Under Minnesota and Oklahoma law, you have a right to receive a free copy of your consumer report by checking the appropriate box below.

_____ YES, I am a Minnesota resident and would like a free copy of my consumer report.

_____ YES, I am an Oklahoma resident and would like a free copy of my consumer report.

CA Residents please note: Under CA law, you have a right to receive a free copy of your report by checking the appropriate box below.

_____ YES, I am a California resident and would like a free copy of my investigative consumer report.

Printed Name: _____

Street Address: _____

City, State, Zip: _____

CAROLINA CONNECTIONS, INC.

PO Box 1604, Mount Airy, NC 27030

Phone: 336-786-7030

Fax: 336-786-7033