

TIFFIN UNIVERSITY

Youth Sports Director Handbook

A Guide to Youth Sports

MGT 470

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Mission Statement

As a youth sports director, your mission statement should be to create a safe environment for today's youth to learn the basics of sports, teamwork, sportsmanship, and leadership.

Behavior Expectations

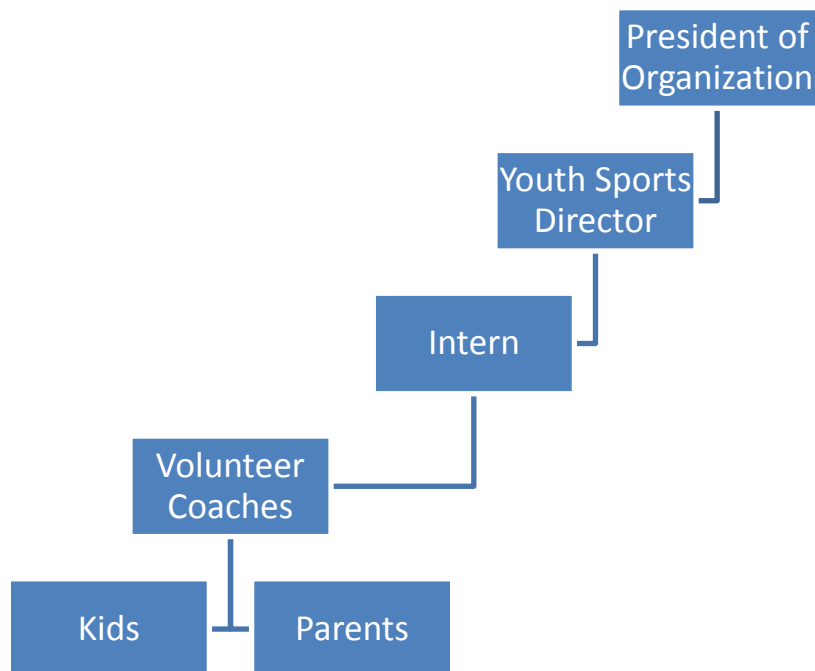
As the youth sports director, your behavior should be in a professional way. You should be a model to the youth in sportsmanship, teamwork, leadership, etc.

Goals and Objectives

The goals and objectives of a youth sports director are to ensure that the kids are involved in sports and that there are enough responsible volunteer coaches to help teach the kids.

Sports League Framework

Below is an example of the framework of a youth sports league.



Youth Sports Director Responsibilities

The youth sports director is responsible for getting all correct information out about sign-ups. They then can register the kids, make rosters, set up rules, get the coach's information, make schedules, and hold a meeting with all coaches about the concussion law and their responsibilities. They are also responsible for supervising practices and games. They handle any complaints, concerns, arguments, etc.

Coach Responsibilities

The coach's responsibilities are to teach the kids the rules and techniques of the sport. Also teaching the kids about leadership, teamwork, and sportsmanship are key factors that the coaches need to teach.

General Rules

Below are some general rules for some youth sports.

Baseball

Batting, Outs, and Strikes

A youth baseball game usually consists of 6 innings. In each inning, each team will pitch and field while the other team bats. When the batting team gets 3 outs or all the players have batted, the other team bats.

Outs

A batter is out when any of the following occur:

- They get 3 strikes

- They hit a ball that is caught before the ball hits the ground

- The ball is thrown to the first-baseman and the first-baseman touches the base with their foot while the ball is in their glove or hand.

- Any member of the fielding team tags the batter with the ball or the glove containing the ball before they get safely to 1st base.

- Any member of the fielding team tags the batter with the ball or the glove containing the ball when the batter is on their way to 2nd base, 3rd base, or home.

Any base-runner is out if any of the following occur:

- The base runner is forced out before arriving at the next base.

The base runner is tagged out while off base.

Strikes and Fouls

A batter may get a strike in 3 different ways:

A swing and a miss at a ball

A ball thrown into the strike zone that is not swung at but called a strike by the umpire

A ball hit "foul"

Soccer

Size of field: The field must be rectangle. The size varies depending on how many players will be on the field.

Ball Size: The ball size depends on age.

3-5 year olds - size 4 - Size 3 is a good size to kick inside the house or back yard play. However, they will outgrow size 3 fast and because of limited size the toe kick becomes a problem.

6-12 year olds - size 4- Size 4 will be used until about 11-12. It is a great size for development and a futsal ball is size 4 so I prefer to develop players under 12 with 4's.

12-adult - size 5- This is the standard size for professional and adult soccer. Some countries introduce size 5 to kids as young as 4. The idea is more surface of ball = more surface of boot.

Players: Soccer is played by two teams, preferably equal number. Max players per team are 11 (Goalie + 10 field players). Team size is reduced by age. Some leagues play with 8 players for youth aged ten and under and down to 6 per side for the under 5's.

Starting the Game: The game is started in the center of the field. The team who kicks off passes the ball forward to a teammate at the referee's signal. The opposing team is not allowed to enter the center circle until the team kicks off.

Length: For basic soccer rules a game is no more than 90 min long. Two halves of 45 min with a 15 min half time break. Youth games range from 15-30 min halves with a 7-10 min half time or 8-10 min quarters.

NO HANDS! Only the goalie can use their hands. The definition for hand ball is any part of between your fingers to your upper arm.

Basketball

The Rules

Basketball is a team sport. Two teams of five players each try to score by shooting a ball through a hoop elevated 10 feet above the ground. For youth basketball, each quarter runs 6-10 min long.

FOULS

Personal fouls: Personal fouls include any type of illegal physical contact.

Hitting
Pushing
Slapping
Holding

VIOLATIONS

Walking/Traveling. Taking more than 'a step and a half' without dribbling the ball is traveling. Moving your pivot foot once you've stopped dribbling is traveling.

Carrying/palming. When a player dribbles the ball with his hand too far to the side of or, sometimes, even under the ball.

Double Dribble. Dribbling the ball with both hands on the ball at the same time or picking up the dribble and then dribbling again is a double dribble.

Held ball. Occasionally, two or more opposing players will gain possession of the ball at the same time. In order to avoid a prolonged and/or violent tussle, the referee stops the action and awards the ball to one team or the other on a rotating basis.

Goaltending. If a defensive player interferes with a shot while it's on the way down toward the basket, while it's on the way up toward the basket after having touched the backboard, or while it's in the cylinder above the rim, it's goaltending and the shot counts. If committed by an offensive player, it's a violation and the ball is awarded to the opposing team for a throw-in.

Backcourt violation. Once the offense has brought the ball across the mid-court line, they cannot go back across the line during possession. If they do, the ball is awarded to the other team to pass inbounds.

Time restrictions. A player passing the ball inbounds has five seconds to pass the ball. If he does not, then the ball is awarded to the other team. Other time restrictions include the rule that a player cannot have the ball for more than five seconds when being closely guarded and, in some states and levels, shot-clock restrictions requiring a team to attempt a shot within a given time frame.

Player Positions

Center. Centers are generally your tallest players. They generally are positioned near the basket.

Offensive -- The center's goal is to get open for a pass and to shoot. They are also responsible for blocking defenders, known as picking or screening, to open other players up for driving to the basket for a goal. Centers are expected to get some offensive rebounds and put-backs.

Defensive -- On defense, the center's main responsibility is to keep opponents from shooting by blocking shots and passes in the key area. They also are expected to get a lot of rebounds because they're taller.

Forward. Your next tallest players will most likely be your forwards. While a forward may be called upon to play under the hoop, they may also be required to operate in the wings and corner areas.

Offensive -- Forwards are responsible to get free for a pass, take outside shots, drive for goals, and rebound.

Defensive -- Responsibilities include preventing drives to the goal and rebounding.

Guard. These are potentially your shortest players and they should be really good at dribbling fast, seeing the court, and passing. It is their job to bring the ball down the court and set up offensive plays.

Offensive -- Dribbling, passing, and setting up offensive plays are a guard's main responsibilities. They also need to be able to drive to the basket and to shoot from the perimeter.

Defensive -- On defense, a guard is responsible for stealing passes, contesting shots, preventing drives to the hoop, and for boxing out.

Flag Football

Basic Rules

A flag football field is usually around 60-80 yards long and 20-30 yards wide. The end zones are 10 yards long. In flag football there are no kickoffs. Whoever wins the coin toss will start with the ball from their own five yard line and will have three plays to cross midfield. Once a team crosses midfield it has another three plays to score a touchdown or else the other team takes over possession from its own five yard line. A flag football team consists of six players. Five of those players are allowed on the field at a time. When a team is within five yards of a touchdown, they are not allowed to run the ball. They must use a passing play. The flag football game consists of two halves that are 10-25 minutes in length.

Volleyball

Players

Each team must have six players on the court at all times. Three players stand horizontally in front of the net and the other three players stand horizontally on the back of the court.

Games

Youth volleyball is played in a best-of-five game setting. The first team to win three games wins the match.

Rally Scoring

Rally scoring means a point is awarded to a team on every serve. In traditional volleyball, points are only awarded when the team that serves is successful. In rally scoring, the game is sped up because a point is awarded on every single possession, no matter who serves.

Winner of each Game

The first four games are played to 25 points and the team that reaches 25 first must win by two points. That means if the score is 25-24, the game will continue until one of the two teams wins by a margin of two points. The fifth and final game is only played to 21 points.

Dimensions

For boys, the height of the net for age 12 and under is 7 feet. For girls, age 12 and under, the net stands at 6 feet 6 inches.

Ball

The smaller ball allows players to hit it easier with their smaller hands and forearms.

Regulations

Since concussions are getting more serious in the sports world, Ohio released a law called Return to Play. Every individual (volunteer, coach, or referee) needs to read and take a course about concussions. The website, <http://www.healthy.ohio.gov/concussion.aspx>, has the training, information, etc.

Sample Forms

Rosters

Below is an example template to store all rosters for each sport.

(Sport)	First Name	Last Name	Phone	Age	Shirt	COACH(ES)	Notes
Fire	Lyndsey	Colman	321-555-9874	7	YS	Giulianne Pereira	No practice on Mondays
Fire							
Fire							

Background Checks

Below is an example template to request a criminal background check for each coach/volunteer.

Criminal Background Check

Name: _____

Address: _____

Phone number: _____

Date of Birth: _____

Social Security Number: _____

I, _____ hereby authorize (organization) to run a criminal background check on me.

Signature _____ Date _____

Coaches Information

Below is an example template to store all coaches' information for each sport.

Name	Shirt Size	Home Phone	Cell Phone	Team	Email
Lyndsey Colman	AS	321-555-9874	321-555-6985	Gators	colman@gmail.com

Schedule

Below is an example template for a game and practice schedule for each sport.

Practice Days/Times/Locations:				
Practices start week of Nov. 12...	Mondays:	5:00-6:00	6:00-7:00	7:00-8:00
	New Gym -A	Cavs (Ages 8-10)	Pistons (Ages 8-10)	Bulls (Ages 8-10)
	New Gym -B	Heat (Ages 8-10)		
	Tennis Court		Celtics (Ages 6-7)	
	Field House Court #1			Knicks (Ages 6-7)
	Tuesdays:	5:00-6:00	6:00-7:00	7:00-8:00
	Field House Court #2		76ers (Ages 6-7)	
	Wednesdays:	5:00-6:00	6:00-7:00	7:00-8:00
	New Gym -A	Lakers (Ages 4-5)	Clippers (Ages 4-5)	
	New Gym -B			

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Games for Youth Basketball Nov-Dec	26 7:00pm New Gym=Heat vs. Bulls BYE - Pistons & Cavs	27 6:00 pm Court #2-B=Celtics vs. 76ers BYE - Knicks	28	29	30	DEC. 1 "PICTURE DAY" <i>Arrive 1/2 hr before your game time</i> 10:00 am Court #1-A=Clippers vs. Lakers Court #2-B=76ers vs. Knicks BYE - Celtics 11:00 am Court #1=Bulls vs. Pistons Court #2=Cavs vs. Heat
	3 6:00 pm Court #2-B=Celtics vs. Knicks BYE - 76ers 7:00pm New Gym=Bulls vs. Pistons BYE - Cavs & Heat	4	5	6	7	8 10:00am Court #1-A=Lakers vs. Clippers Court #2-B=76ers vs. Celtics BYE - Knicks 11:00 am Court #1=Heat vs. Bulls Court #2=Pistons vs. Cavs
	9 7:00pm New Gym=Pistons vs. Cavs BYE - Heat & Bulls	10 6:00 pm Court #2-B=Knicks vs. 76ers BYE - Celtics	11 5:00 pm New Gym-A=Clippers vs. Lakers	12	13	14 10:00 am Court #1-A=Lakers vs. Clippers Court #2-B=Knicks vs. Celtics BYE - 76ers 11:00 am Court #1=Cavs vs. Bulls Court #2=Heat vs. Pistons
	16 7:00pm New Gym = Cavs vs. Heat BYE - Pistons & Bulls	17 6:00 pm Court #2-B=Celtics vs. 76ers BYE - Knicks	18 5:00 pm New Gym-A=Lakers vs. Clippers	19	20	21

References

- Baseball Rules:** *Basic baseball rules.* (n.d.). Retrieved from http://www.youthbaseballbasics.com/very_basic_rules.shtml
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- Flag Football Rules:** *Flag football.* (n.d.). Retrieved from <http://www.kidzworld.com/article/915-flag-football>
- Volleyball Rules:** Reynolds, A. (n.d.). *Official rules for youth volleyball.* Retrieved from http://www.ehow.com/facts_4843345_official-rules-youth-volleyball.html