



## Scholastic Clay Target Program 2020 - 21 Volunteer Position Registration Form



Yes, I acknowledge that I am a Volunteer of the Scholastic Shooting Sports Foundation (SSSF), through which gun clubs, shooting facilities and other organizations committed to the development of young adults can provide these individuals with opportunities to participate in an organized, adult supervised YOUTH DEVELOPMENT PROGRAM utilizing the clay target sports.

Yes, I acknowledge that I have received a copy of the General Guidelines for SSSF Volunteer Positions, read and understand these Guidelines and agree to act within the Guidelines and in the best interests of the SSSF. Furthermore, I understand that my participation in the SSSF as a volunteer does not create any employment, independent contractor, partnership, agency or any other relationship between myself and the SSSF.

**Position:**

Team – Head Coach     
  Team – Assistant Coach     
  Team – Volunteer     
  State – Advisor

<b>Team Name:</b>		
<b>MidwayUSA Foundation Endowment Name:</b>		<b>MidwayUSA Foundation ID #:</b>
<b>Coach/Volunteer First and Last Name</b>		
<b>Home Address:</b> (no PO Boxes)		
<b>City:</b>		<b>State:</b>
		<b>Zip:</b>
<b>Home Phone:</b>	<b>Work Phone:</b>	<b>Cell Phone:</b>
<b>Shirt Size: (S-3XL):</b>	<b>E-Mail Address:</b>	

**Disciplines:** (Select all that apply.)

American Trap                     
  American Skeet                     
  Sporting Clays  
 Olympic Trap (Bunker)             
  International Skeet                     
  Doubles Trap

**Certification:**

<input type="checkbox"/> USAS/NRA/CMP Coach Certification	Issue Date: ____
<input type="checkbox"/> NSSA/NSCA Instructor Certification Level ____ (1,2 or 3)	Issue Date: ____
<input type="checkbox"/> 4-H Shooting Sports Shotgun Certification	Issue Date: ____
<input type="checkbox"/> NRA Shotgun Instructor Certification	Issue Date: ____
<input type="checkbox"/> State Agency Coaches Course	Issue Date: ____
<input type="checkbox"/> NSSA Associate Instructor Certification	Issue Date: ____
<input type="checkbox"/> NSCA Scholastic Instructor Certification Course	Issue Date: ____
<input type="checkbox"/> None: <i>I understand that I will take the Double-Goal Coach Training Course and will have a one (1) year exemption to obtain an approved shotgun course or other coaching course approved by the SSSF.</i>	

No volunteer will be considered until their completed registration form is entered on-line ([www.sssfonline.com](http://www.sssfonline.com)) and a copy of this form is on file at SSSF National Headquarters. Your email address specified here will be our primary form of contact.

**Signature of Volunteer**

**Date Signed**

Volunteer Fee: \$35 – Accepted forms of payment are: Check (payable to SSSF) or Credit Card

This **original** Acknowledgement Form must be signed and returned to: **SCTP Headquarters, 925 Milwaukee Ave Ste B, Burlington, WI 53105** and a copy should be retained by the volunteer. **PLEASE** ensure that all emails are current.

### General Guidelines

The Scholastic Clay Target Program (SCTP®) is a program of the Scholastic Shooting Sports Foundation (SSSF) through which gun clubs, shooting facilities and other organizations committed to the development of young adults can provide these individuals with opportunities to participate in organized, adult supervised trap, skeet and sporting clay activities including the international games of Olympic Trap and I.S.S.F. Skeet. The SSSF in cooperation with the National Shooting Sports Foundation (NSSF), the Amateur Trapshooting Association (ATA), the National Skeet Shooting Association (NSSA), the National Sporting Clays Association (NSCA) and USA Shooting (USAS), has exposed thousands of individuals in grades 12 and under to the positive experience of the shooting sports.

The SCTP is more than just another shooting program. The SCTP is designed to instill in young people a set of personal values and character traits that teaches fair play, compassionate understanding, individual responsibility, sportsmanship, self-discipline, and personal commitment - qualities necessary to become successful and contributing members of society.

Competition is a part of the SCTP, but it is not the program's underlying principle. The "win-at-all-costs" philosophy has no place in the SCTP. Striving to win while playing by the rules does. It is the duty of everyone involved in the SCTP (advisors, coaches, parents and participants) to be role models for SCTP team members to emulate by upholding high moral and ethical standards of personal conduct.

SCTP activities are designed to incorporate two indispensable elements - SAFETY AND FUN. SAFETY is incorporated into ALL facets of SCTP activities. Team practices and competitive shoots include the element of FUN for all participants. SCTP participants learn the safe and responsible handling and use of firearms. They discover the joy of contributing to a shared team goal and the commitment that goes along with it. During this self-discovery process team members develop proficiency in a sport that can be shared and enjoyed with family and friends for a lifetime.

### All Volunteers (Coaches, Adult Volunteers, and State Advisors)

Our Volunteers are the linchpin of the SCTP and play a pivotal role in the personal development of their athletes by promoting the principles of the SCTP. Volunteers perform a variety of functions to support SCTP activities for which the SSSF is indeed very grateful. The following guidelines identify what is expected from all SCTP Volunteers.

#### Volunteers MUST:

1. Be 21 years of age or older. A Junior Assistant Coach can be age 16-20 and must be approved by the Head Coach.
2. Work cooperatively with youth, families, SCTP National Staff, range operators, event organizers, and others in a mature, courteous and respectful manner. (The SSSF does not get involved with the day to day operations of your team/volunteers)
3. Be a positive role model by exhibiting good sportsmanship, promoting fair play, showing compassion, and demonstrating a personal commitment to the SCTP's mission of youth development.
4. Know their state firearms laws and what the legal requirements are for participation.
5. Agree to a secure yearly background check to protect and promote the integrity of the SCTP.
6. Know the rules for handling and using firearms safely and can demonstrate them. It goes without saying that this is absolutely necessary and is demanded at every session where firearms are used or are present.
7. Know, respect and adhere to the SCTP Rules (published in the SSSF's *SCTP Official Handbook*) and ensure that all participants know and follow the rules of the SCTP.
8. Promote a safe, friendly, and fun-filled positive learning environment conducive to the development of all athletes registered in the program.
9. Provide close supervision and personal attention at all times when participants are handling firearms or are in an area where firearms are being stored or used.
10. Agree that teams will not be allowed to participate in SCTP activities without their coaches or other registered, qualified and responsible volunteer on-site. A head coach **must** designate another SCTP registered volunteer if they cannot attend.
11. Conduct practices on a regular basis. (Min. of 6 documented)
12. Know the established emergency plans of the club or facility.
13. Agree that the following behavior should not be tolerated by any individuals (including but not limited to athletes, parents, coaches, officials, advisors, and adult volunteers) associated with the SSSF's SCTP. Violation of this policy can constitute grounds for disciplinary action, including dismissal, as a volunteer from the SCTP program:
  - Offensive language or obscenities.
  - Verbal or physical actions or neglect that might bring emotional, psychological or physical harm or humiliate any individual (this includes failing to provide adequate safety measures and care or supervision).
  - Sexual harassment, sexual exploitation, or other actions of a sexual nature.

State Abbreviation:

SSSF Team ID: \_\_\_\_\_

- x Discrimination or harassment due to race, color, national origin, religion, sex, age, disability, or sexual orientation, gender identity or any other characteristic protected by state or federal law.
- x Retaliation against an employee because of the employee's participation in or support of SCTP activities, including but not limited to condoning the use of alcohol or illegal drugs before or during SCTP events or being in possession of or under the influence of alcohol or illegal drugs.
- x Other behavior deemed inappropriate by the SCTP National Office or that violates state or federal laws.

14. Take and complete the DOUBLE GOAL COACH COURSE which is included in your registration fee.

### Communicable Disease Policy

In the interest of safeguarding the safety, health and overall well-being of all personnel, participants and Volunteers, all Volunteers are required to comply with the Communicable Disease Policy adopted by SCTP. A copy of the Communicable Disease Policy is below.

### State Advisors

State Advisors play a critical role in SCTP shooting activities within their respective states. State Advisors promote the principles of the SSSF and represent SSSF in their states. State Advisors respond to inquiries about SCTP state activities, provide team coaches, shooting facilities and other organizations hosting SCTP teams with important program information and encourage participation among those facilities and organizations not currently hosting teams.

State Advisors perform a variety of functions to support SCTP activities for which the SSSF is grateful! The following guidelines provided to identify what is generally expected of all SCTP State Advisors.

State Advisors adhere to the guidelines of all Volunteers above and, in addition MUST:

1. Be at least a Level 1 USAS/NRA/CMP Coach and have been involved with SCTP for a minimum of four (4) years, of which two (2) of those years are as a SCTP Head Coach.

All volunteers registered with the SCTP serve strictly as a volunteer and that service is solely at the discretion and pleasure of the SSSF. Volunteers agree that SCTP National Headquarters may, at any time and for whatever reason, terminate a volunteer's service in the same manner, a volunteer may decide him or herself to terminate his or her service at any time for whatever reason. Behavior that is deemed inappropriate by the SCTP National Office or could violate state or federal law will be a basis for termination of the volunteer relationship.

Participation as an advisor, coach or adult volunteer in the SCTP shall not create or be misrepresented as creating any employment, independent contractor, partnership, agency or other relationship between the volunteer and the SSSF or any of its affiliated entities.

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Volunteers who fail to act in the best interests of the SCTP or who are found in violation of SCTP rules and policies, including the General Guidelines, shall be subject to disciplinary action, up to and including dismissal from the SCTP program.

Incidents of suspected or observed violations of these General Guidelines or other SCTP rules and policies by volunteers should be reported in writing to the State Advisor. The Advisor will investigate the alleged offense and take corrective action if deemed necessary. A report of action taken will be communicated to the SSSF. Any suspected or observed abuse of SCTP youth participation or the conduct by volunteers should be reported immediately to local law enforcement and to the State Advisor.

In the event the volunteer is unable to correct a problem, he or she will submit a copy of the written report and a request for assistance to the SSSF. The SSSF will treat all written complaints of alleged or actual misconduct by volunteers seriously and will investigate such complaints promptly. False or malicious claims against volunteers will not be tolerated. Volunteers who are subject to disciplinary action will have the opportunity to appeal any disciplinary action taken against them by contacting the SSSF National Office in

writing. All decisions of the SSSF following its review are final.

These General Guidelines for SSCP Volunteers are subject to change. Changes may be implemented even if they have not been communicated and may supersede, modify or eliminate existing guidelines at the discretion of the national director and state director.

### Communicable Disease Policy for Athletes and Volunteers

The world health community, including various government agencies, monitors closely the emergence, spread, and management of pandemic and other communicable diseases. The public health emergency that has resulted from the spread of the coronavirus (COVID-19) has educated organizations including SSSF, about the essential steps to be taken to protect employees and those they serve. To maintain a safe environment by adopting practices that are designed to protect the health of athletes, volunteers and others who attend our events SSSF has adopted this Communicable Disease Policy for Athletes and Volunteers.

We also want to ensure the continuity of business operations to the extent possible during a pandemic disease. The policies described below are intended to achieve these objectives. As always, our efforts will be guided by and in accordance with all applicable federal, state and local laws and the guidance issued by public health agencies and governmental entities. We will continue to monitor information and advice on this important issue and modify or supplement these policies as necessary. If you have questions or concerns, please contact your head coach, state advisor or national staff member.

#### Preventing the Spread of Disease At Events

We ask all athletes and volunteers to cooperate in taking steps to reduce the transmission of disease when they are attending and participating in SSSF sponsored meetings and events. The following steps are strongly encouraged:

- f Stay home if you are ill or experiencing any symptoms.
- f Follow respiratory etiquette, by covering your mouth if you sneeze or cough, and discarding tissues used immediately.
- f Practice social distancing by maintaining a distance of at least six feet from other people extent practicable.
- f Wear cloth face coverings whenever social distancing cannot be maintained.
- f Engage in frequent hand washing with warm soapy water for at least 20 seconds.
- f Use alcohol based hand sanitizers that are provided to you at events.
- f Regularly clean and disinfect surfaces and equipment at meetings and events.
- f Report any health or safety concerns to your head coach and event director (if at an event).

#### Reporting Procedure

Those athletes and volunteers who demonstrate signs or symptoms of a communicable disease that poses a credible threat to transmission at events are asked to report that potential infection or disease immediately to your head coach and event director (if at an event).

#### Staying Home When Ill

During flu season and/or a pandemic disease, it is critical that athletes and volunteers do not attend or participate in events while they are ill and/or experiencing the following symptoms: fever, cough, sore throat, runny or stuffy nose, body aches, headache, chills and fatigue. Currently, the Centers for Disease Control and Prevention recommends that people with influenza like illness remain at home until at least 24 hours after they are free of fever (100 degrees F or 37.8 degrees C) or signs of a fever without the use of fever-reducing medications. Contact your personal physician or check the CDC website for the most current recommendations about returning to normal activities following any sort of influenza like illness.

If SSSF determines that an individual's continued presence at events poses a risk to the health or safety of volunteers, athletes and/or others in attendance, the individual must submit a statement from his or her attending health care provider that his or her continued presence poses no such risk.