



Pickering Football Club
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HOW TO BECOME A PICKERING FC RECREATIONAL COACH OUTDOOR PROGRAM (May to August/September)

Recreational Coaches are appointed to teams by the Recreational League Administrator following approval of the Pickering FC Board of Directors and the completion of a series of registration and screening steps. For more information on the process and the responsibilities please contact admin-rec@pickeringfc.ca.

Most of the Club's Recreational Coaches are the parent of a child in the rec program or a high school student who is coaching for community volunteer hours and/or for reference for future employment or post secondary education.

PFC Coaching Application/Waiver

The application/waiver form must be completed in full and is available on line at <https://form.jotform.com/210265162388253>

Criminal Reference Check (Police Check)

All new coaches over the age of 18 must complete a Criminal Reference Check (CRC). The Pickering FC uses the services of Back Check for the CRC of its Recreational Coaches. Back Check is an on line service which coaches can use at no charge with the results made available to the coach and to a Pickering FC Screening Officer. The Screening Officer will review the report which will remain confidential in a secure storage cabinet in the Pickering FC's administrative office.

Access to the Back Check process is available on the Coaches Corner section of the PFC website: <https://www.pickeringfc.ca/coachcorner>

Returning coaches will be asked to complete a Declaration Waiver which will update the CRC status. Returning coaches will be provided with the link for this form from the Recreational League Administrator.

Sport Engine Online Registration for Team Assignment

Approved coaches will be asked by the Recreational League Administrator to register as a coach on line at Sport Engine <https://pickeringfc.sportngin.com/register/form/264813376>.

This process allows for the assigning to a team within the Ontario Soccer registration system. There is no cost for this registration.

At the end of the process an email will be sent to the email address used in the registration asking you to claim the personal account. Please ensure that you claim the account to complete the registration process.

Once assigned to a team the Coach will be provided with edit access to the team's app that can be used for team communication, posting of information and quick access to the team schedule. The edit access will enable the Coach to update the app and contact players/parents.

Coaches Meetings

Prior to the start of the season, approved coaches will be invited to a Coach Meeting. Dates will be posted on the PFC website once established and the Recreational League Administrator will contact the approved coaches 7-10 days in advance of the meeting by email.

At the meeting:

- Uniforms and equipment will be distributed to coaches
- Schedules and important dates will be provided
- An information session on the Club and coaching tips will be provided

What does a Recreational Coach Do?

As the coach of a Recreational team for ages U8 to U18 you will be responsible to attend a practice and a game each week. If you are unable to attend a game or practice, we ask that you first contact parents to have someone step in.

- Organize and direct a one-hour practice session – Club will provide suggested drills on website
- Coach the team during the game – making player changes, providing positive encouragement and ensuring all players get fair playing time
- Team communication/Club Contact – remind players of games/practices and updates on Club events such as Picture Day, Year End Festival/Tournament and Club news.

As the coach of a Recreational team for ages U3 to U6 you will be responsible to attend a one-hour session each week during the season. If you are unable to attend a session, we ask that you first contact parents to have someone step in.

- Coach the team for a one-hour session
- The Pickering FC Grassroots Coordinator will send out each week's drills by the previous Friday
- Club will have staff on site for set up and to assist
- Team communication/Club Contact – remind players of games/practices and updates on Club events such as Picture Day, Year End Festival/Tournament and Club news.