

How To Establish A Junior Volleyball Team

In the Carolina Region of USA Volleyball

Contact the Carolina Region Office for a Junior Registration Packet (or download from the Forms section of our web site). Packets are usually mailed in late September of each year.

- A. If interested in becoming a non-profit organization, contact the North Carolina Secretary of State for information on the steps needed to take to incorporate. They have a booklet "Incorporating Your Non-Profit in North Carolina" that explains the steps needed. Go to www.sosnc.com/corporations and click on Guidelines to Incorporating: Nonprofit Corporation or call 919.807.2225.
- B. Decide on what type of program you will have:
 1. Boys, Girls or both.
 2. What age groups will you have? (18, 17,16, 15,14, 13, 12 or 10 and under- youth)
 3. What will be your club's focus, your goals and objectives?
 - a. All comers - everyone plays.
 - b. Elite - accept only the best.
 - c. A combination.
- C. Recruit any other coaches you will want or need in this program. Each team must have its own adult (18+) coach. Every team must have an adult coach who is IMPACT certified at every practice and tournament. Each coach (Head or Assistant) must be a registered Carolina Region/USAV member and at a minimum, IMPACT-certified. If a coach is under the age of 25, you must register a Chaperone over 25 that will travel to all events with that team. Each coach must be at least two years older than the age-group she/he is coaching. For the safety of our youth, all adults affiliated with a Junior team (club rep, team rep, coach, assistant coach, trainer, chaperone) must agree to and pay for a background screen to be performed at minimum every two years while members of the Carolina Region.
- D. Decide how the program will be financed:
 1. Regular monthly dues.
 2. Fund raisers.
 3. Solicitation of local merchants in your community to donate to the program.
 4. Solicit a large company to sponsor a team or your whole club.
 5. A combination of the methods above or other means.
- E. Find a place to practice and a place to hold your tryouts. The Carolina Region encourages all Clubs/Teams to host their tryouts after the State Championships for NC public high schools (November 5, 2005). Contact the Region Office as soon as possible when your tryout dates are known, so the Region can post an announcement on its web page (we will not post any tryouts held before November 5, 2005). The Region has instituted a signing date this season – no clubs may force a player to commit to their club before November 20, 2005 (players may voluntarily commit before then). All clubs/teams with tryouts just before or after the signing date are encouraged to allow at least a one week waiting period after their tryouts before requiring players to commit to the club (so players may tryout with more than one club). If you would like your tryouts to be sanctioned and thus covered under our insurance policy, contact the Region Office.

NOTE: The development of new junior clubs is highly encouraged and every assistance will be provided to the maximum extent possible. However, the Region will take any and all action necessary to preclude any unethical practices of documented recruiting, i.e., undue pressure to persuade a player to participate with a certain team/club; or making disparaging and unfounded remarks about other clubs. Additionally, clubs should take every precaution to ensure compliance with the North Carolina High School Athletics Association.
- F. Finding Players:
 1. Contact potential players:
 - a. Through flyers to the local schools
 - b. Through media advertising or web site postings
 - c. Direct mail to established mailing lists – mailings may only announce the tryout date(s) for the club and introduce the club in general.
 - d. A combination of the above methods
 2. Illegal Recruiting:

Illegal recruiting is becoming a problem. No program will be allowed to recruit players from another program. You may notify them of your tryouts if you are approached by the player or their parent, but you may not try to persuade them to switch clubs. A club can be found for illegally recruiting players by any member of a club i.e. parents, athletes, coaches, staff. Only the above, Section F-1, methods are acceptable to recruit new players. All claims of illegal recruiting must be submitted to the Carolina Region in writing by one of the contacted parties. Please see the Carolina Region's statements on Recruiting available at the Region website for more information.
 3. Any individual caught recruiting for a club will be subject to sanction by the Region under the Region's Due Process policy.

4. Conduct a meeting with potential players and at least one guardian/parent of each player.
 - a. Introduce your coaching staff and their qualifications.
 - b. Explain how the program will operate.
 - c. Discuss the methods of financing the program.
 - e. If the meeting is held before tryouts explain how tryouts will be conducted.
 - f. You must tell both the players and their parents that they can be seriously injured playing volleyball. This must be done for liability insurance protection.
 - g. You must tell both the players and their parents or guardians that they must sign a release and waiver form before they join the Carolina Region/USA Volleyball.
 - h. You should tell them that neither the players nor their parents or guardians may recruit another player who played with another club the prior season or has already committed to another club this season. The player, coach, and club will be subject to Region sanctioning including suspension of membership privileges.
- G. Select the team or teams. Have all players and staff register online (www.CarolinaRegionVB.org/Registration/), sign the appropriate forms, and send the completed forms and dues into the Region Office by the appropriate deadlines (December 1 for Early Bird Fee reduction or after that date and at least one week before you play in a tournament). The Coach should keep the Medical Release Forms for all players with him/her at all practices and tournaments in the event of an emergency (do not send these forms to Region).
- H. Get a commitment from parents as to what their assistance to the program will be.
- I. Begin to practice. If you want your practices sanctioned for insurance purposes, complete and return the Practice and Event Sanction Form.
- J. Enter tournaments as early as possible because they may fill up fast. Deadline for all tournaments is three weeks in advance. Teams may enter more than one tournament at a time with only one check, but there should be one Tournament Entry Form included per tournament entered.
- K. **Additional Information For A Junior Program Or Club**
 1. **Mature Leadership** - All teams must have adult participation for the program to succeed. Each team must have at least one adult coach or chaperone over age 25. All adults affiliated with a junior team must be in good standing with the Carolina Region and pass a background screen.
 2. **Officials** - Each team must provide two certified referees and a scorekeeper who has attended a clinic and passed the appropriate test for qualification.
 3. **Coaches** - Each team must have adult coaches that are at least two years older than the age group they are coaching (minimum age of 18) and all players' parents must be advised of this requirement and the methods by which it will be satisfied. The USAV IMPACT Course (or CAP) must be completed before a person may coach in any Carolina Region sanctioned event.
 4. **Clinicians** - The Carolina Region will provide knowledgeable leadership to conduct clinics. If you would like to Host your own Official's Clinic, follow the steps and fill out the form included in the Registration packet.
 5. **USAV Fees** - All players, coaches, team reps, club reps, and adult Chaperones will be required to register with the Carolina Region/USAV. If your club is incorporated, it is recommended that the Board of Directors purchase Director's & Officer's insurance. The Region Office has information on this coverage that is provided by USA Volleyball's insurance provider.
 6. **Insurance** - All Junior Volleyball teams (players, coaches and other registered members) will be provided secondary medical insurance up to \$25,000 for participation in USAV sanctioned events as part of the Carolina Region registration fee. Precautions must be taken for the unwanted possibility of injury. Additionally, sanctioned events are covered with a \$2,000,000 General Liability policy (to aid in renting facilities for practices and tournaments).
 7. **Newsletters** - The Carolina Region produces an online newsletter, *Carolina Volleyball Review*, 3-4 times yearly for all its members. All members should read the newsletters when they come out for important information. Printed copies will be available upon request. In addition, there is a weekly email list that members may sign up for to receive the latest updates on Carolina Region events. Go to www.CarolinaRegionVB.org/cr.htm to sign up.
 8. **Handbook** - The Carolina Region produces an online Handbook that contains the Carolina Region Operating Code, Bylaws, tournament information, Insurance information, Board of Director information, directions to facilities, and more. Go here to download the latest version - www.CarolinaRegionVB.org/Handbook/
 9. **Web Site** - The Carolina Region maintains a continuously updated web site at <http://www.CarolinaRegionVB.org/> Tournament schedules and results, clinic dates, operating policies, and links to much more information on Carolina Region volleyball can be found at this site. You can also find a Forms section that has all the forms you will need and examples of previous year's Registration Packet.

If you have any additional questions, please contact the Region Office at (336) 766-3581 or office@CarolinaRegionVB.org.