



POLICIES AND PROCEDURES MANUAL GREATER PEARLAND ARCHERY CLUB, Inc.

GPAC Policy No. 001

COACHING AND VOLUNTEER REQUIREMENTS

Instructors, Coaches and Volunteers are the foundation of the Greater Pearland Archery Club and USA Archery programs, camps and events. To maintain a high level of professionalism and service, the following are requirements to be an Instructor, Coach or Volunteer with GPAC;

Archery Volunteer Requirements

- Volunteers shall be approved by the GPAC Head Coach or Board of Directors
- All volunteers operate under direction of the Head Coach and Instructors of GPAC.
- Any member with routine access to minors within a GPAC Event or Activity shall;
 1. Be a GPAC Member in good standing
 2. Be a USA Archery Member in good standing
 3. Obtain a USA Archery "Range Pass" which includes a Background Screening and SafeSport Training.
 4. Sign USA Archery "Non Athlete Pledge" and Agree to USA Archery Code of Conduct
 5. Complete GPAC Volunteer Application Form
- Volunteers are urged to complete USA Archery Level 1 Instructor training, but it is not a requirement.

Archery Instructor and Coach Requirements

- **All Instructors and Coaches within GPAC shall be approved by the GPAC Board of Directors** by submitting GPAC Instructor / Coaching application to the GPAC Head Coach.
 1. Instructor / Coach Application shall include
 - Name, Current Address
 - Date of Birth
 - Contact Email Address(es) & Phone Number(s)
 - Copy of all Archery Certifications & Memberships w/ expiration dates
 - Copy of Driver's License
 - Archery Experience Resume
- All Instructors / Coaches operate under the GPAC Head Coach's direction.
 1. GPAC Head Coach must maintain a USA Archery Level 2 Instructor Certification or higher.
- GPAC recognizes the USA Archery tiered certification system for Instructors and Coaches;
 1. Level 5 – NTS Coach (Highest)
 2. Level 4 – NTS Coach
 3. Level 3 – NTS Coach
 4. Level 2 – Instructor Trainer
 5. Level 2 – Instructor
 6. Level 1 – Instructor (Lowest)
- All Instructors and Coaches shall;
 1. Be a GPAC Member in good standing
 2. Be an active Certified USA Archery Instructor / Coach
 3. Sign USA Archery "Non Athlete Pledge" and Agree to USA Archery Code of Conduct
 4. Disclose any Conflicts of Interest with USA Archery or GPAC
 5. Level 1 USA Archery instructors must also obtain a USA Archery "Range Pass" which includes a Background Screening and SafeSport Training.
- All Instructors / Coaches must be approved by the GPAC Head Coach before running an archery activity by themselves.