

# TABLE OF CONTENTS

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## CHAPTER 1 - DIRECTORS

- Program ideas
- Decisions
- Facilities
- Ethics
- Season Checklist
- Equipment and Customs
- Foreign Competition

## CHAPTER 2 - COACHES

- Positive Discipline Guidelines
- Season Organization Outline
- Drill Creation
- Skill Option Checklist
- Legal Duties and Safety
- Court Protocol and Sportsmanship
- Other Coaching Points
- Coaching One-liners
- Car Rental Information Sheet
- Setup, Discussion and Travel Checklist
- Volleyball Athlete Contract

## CHAPTER 3 - PARENTS

- A Coach's Inside View
- Guidelines for Supportive Parents
- Parent Handbook
- Participation Benefits
- Parent Questionnaire
- Housing Request Form
- Selecting a Volleyball Camp
- Camp Appraisal Worksheet
- The Parent/Coach/Player Triad
- Coach and Parent perspectives
- Coaches' Actions for confidence

## CHAPTER 4 - PROMOTION AND PUBLIC RELATIONS

- Getting a Start
- Working with the News Media
- The News Release
- Free Promotional Ideas
- Public Service Announcements

## CHAPTER 5 - FUND RAISING

- Goal Setting
- Tax Exempt Information
- Articles of Incorporation Form
- Program Costs
- Fundraiser Checklist
- Fundraiser Examples
- Fundraising Companies
- Tournament Hosting
- Sample Tournament Flyer
- Tournament checklist & forms
- USAV Publications

## APPENDIX

- Budget Planning and Forms
- Handbook and Newsletter Checklist
- School Permission Form
- Player Questionnaire
- Sample Program Letters
- Evaluation Forms
- Bylaws Forms

## PROGRAM IDEAS

Developing a strong volleyball program, whether it is a Junior Olympic Volleyball (JOV) or another program, involves a number of requirements, including coaching, playing facilities, funding, competition, community relations, officiating and last, but not least -- athletes. The players are out there; almost everyone has played volleyball at sometime or other. Furthermore, the recent Olympic success of the United States teams has kindled an interest in learning what the sport is all about. This chapter is designed to help the program director, who likely is also a program coach as well, avoid some errors made by past programs, provide a framework, and offer ideas and suggestions that will foster your own creativity.

When forming a JOV or regional adult level volleyball program with the help of this guide, you are encouraged to get the guys as well as the gals learning on the court. Co-ed training is fun, even with members of each sex being trained separately, as a special kind of energy and enthusiasm exists between co-ed team members when they share the same interest and goal. In addition, USA Volleyball (USAV) mixed-six or co-ed volleyball, complete with its own tactics and challenges, is by itself a rewarding option in this sport.

USAV regional and national tournaments are normally conducted in the late spring and early summer of each year. Regular-season USAV regional Junior Olympic volleyball and adult activity, however, may be conducted at any time from the fall of the preceding year through winter and spring of the current year. Local custom, popularity and, in the case of Junior Olympic Volleyball activity, state rules all determine each region's competition season. Other options exist, such as competing in adult parks and recreation department programs with your junior teams, or even forming your own mini-league for just your city or area. This is especially important if the high school season does not fit into the standard USAV spring program. Strong junior teams from Hawaii, for example, are the product of junior girls' teams competing in lower level men's recreation leagues!

## USA Volleyball

USA Volleyball is the national governing body of the sport. It has 40 regions, throughout the country, that service Junior Olympic volleyball programs, as well as adults and youth levels. There also is the Amateur Athletic Union (AAU) that has a separate junior program.

In organizing a team, you should first contact USA Volleyball representative in your region to determine if your timing is right to begin in USA Volleyball programs available. Its Junior Olympic volleyball divisions range from 18 to 12 and under and divided in single aged groups in both genders. Most college-aged players compete in USAV Adult divisions (AA, A, BB and B are common), intramurals, and park and recreation programs.

## **AAU option**

The Amateur Athletic Union (AAU) also offers programs for young athletes ages eight through 18 with competitions held at the local, association, regional, and national levels. Athletes, as well as programs, must be members of the AAU to compete in programs offered. Programs are for both boys and girls. The National AAU tournament is offered to club programs on a first-come first-served basis. The AAU offers a 19 years old and under, for boys and girls at this tourney, as well as the standard 18s, 16s and 14s.

## **Multiple programs**

If a volleyball program already exists in your area and the area is not large, the formation of a new program should be carefully considered. Two such programs duplicate many objectives that may be better not duplicated. Should you decide to form a second program, however, be sure to give it a separate identity. This can be done through a different logo and name, at least; kids too easily think of all JOV teams as one group. You should also develop an outdoor program through grass and sand volleyball. During the off-season, almost encourage your players to play outdoors.

## **Naming your program**

One fact that you will discover in naming your program is how elite or exclusive a meaning the word *club* will give the program. Therefore, if your organization is not elite or exclusive, it is best to use the word *program*, rather than club in your organization's name.

You will be helped in deciding your program's name when you realize that clubs often cut players who are not tall and athletic looking. Programs, on the other hand, try not to limit their membership to the tall and talented. The only requirement of most programs is the desire to be as good a volleyball player as possible. Of course, programs as well as clubs may be forced to cut players because they lack training facilities or staff. A program, however, will seek to find the staff and sites it needs so as to accommodate all interested players--something that an elite club basically do not accomplish.

## **Promotion of volleyball in a given region accomplishes the following:**

- It provides a means for those athletes wishing to learn more about, and excel in volleyball.
- It provides the players an opportunity for travel and competition.
- It strengthens existing high school programs by developing prospective youth and Junior Olympic Volleyball aged players.
- It increases the opportunities for student athletes to attend college with athletic grants-in-aid.
- It upgrades the region's overall level of play by allowing the program's former players to return and coach.

## **How many squads?**

Having picked a name for your program, your second task as a director is to decide how you want to start. Small programs are easier than large ones to run in countless ways. Even so, unless you are in an area with only enough players for a small program, a small program will have an elite status. A big program, on the other hand, requires a great deal of support staff and organization. The following pages are designed to guide you in setting up a big program. Take what you want from the ideas and suggestions, and create from them what you need. If it works well for you, USA Volleyball would like to hear from you at its national office!

Your area undoubtedly has existing sport programs that would mesh well with the development of a Junior Olympic volleyball and Youth Program. Park and Recreation Departments, CYO, YMCAs, YWCAs, Boys' and Girls' Clubs, Boy and Girl Scouts, community education councils and other such groups already have a

support crew to which you can just add your program, either as a class or as an addition to the existing open program. The bigger your program is, the more helpful such organizations can be.

### **Get help**

One key point concerns a director, especially the director-coach. There is a large amount of administrative work in running even one team. With planning, others help and this book should to create the kind of program not only your area needs, but that *you* need. Don't jeopardize your marriage or your job for the sport of volleyball! Take time to get out of the gym.

New JOV programs are strongly advised to begin with the 14 and under division. Sometimes, the 14 and under division has limited competition in many areas, but such a team formed can practice and scrimmage with the 16 and under team. The 18 and under players will soon leave the JOV division because they'll be too old. Your 16 and under players, on the other hand, will be back for two or three more seasons to provide the leadership and talent for good 18 and under teams and to attract even more and younger players. If you are a pioneer in your area, they may be able to compete against adults in USAV play.

### **Your priorities for the first three years could be as follows:**

**First year** -- Play primarily within the region (either in lower women's division or Junior Olympic Volleyball age division, including the next higher age division), as follows:

- One 14 and under team (might play with 16 and unders and not travel out of the locale)
- One 16 and under team (perhaps one 18 and under team of mostly 16 year olds)

**Second year** -- Play both in and out of region finishing with competition at a multi-state festival event, as follows:

- One or two 14 and under teams
- One 15 team
- One 16 team
- One 17 team
- One 18 team
- One boys' team of 14 to 18 year olds in lower men's division play

**Third year** -- Qualify to send teams to U.S. Junior Olympic Volleyball Championship, if possible. Send rest of teams to large multi-state festivals. Also develop or assist youth volleyball leagues through YMCA, parks and recreation, elementary schools:

- Two teams in each age division, 18-12, as well as two boys' teams

These are mere guidelines. Furthermore, the size of your program is not dependent just on the number of interested players, but on the number of dedicated coaches and facility space.

### **COACHES**

The first priority should be to a staff that is dedicated to your program's stated purposes, objectives and goals. Use USA Volleyball regional network to announce your coaching needs. Hold a high school coaching clinic and announce your program. The local university or college is a great source, through the volleyball activity classes and physical education classes. Internship programs are also an excellent way to get special

staffing. Graduating seniors from the local college varsity teams are often strong candidates, while high school assistant coaches are typically your most interested and available possibilities.

Your coaches can also come from past collegiate players and collegiate coaches. USAV players in the adult open levels can also be tapped for help, as can parents. Make sure that your coaches can commit even more time than you expect from individual players. Coaches need time for preparation before each contact with the players in practice, as well as for attending coaching clinics. If coaches play once or twice a week and attend practices, their time can be tight and in need of being managed well.

In time, if you have trained them right, you will be able to tap your former players to be the best coaches. When players begin to coach, they become better players as well, for as a coach you must understand and explain what formerly you just had to do. This is where the next big boom in volleyball will come from. In several years, today's well trained players will be teaching improved techniques to the upcoming group of volleyball athletes.

### **Tap the collegiate programs**

You need to get your local collegiate program involved, even if it is not a four-year program. The resources and information a collegiate coach has access to can be of tremendous help to any program. Leadership and community knowledge make the efforts far easier in every area.

The college coach has a vested interest in helping area volleyball grow. The best volleyball is generally played at the college level and the role models these players provide can be very valuable. Your program should support the local college play, while learning from the play by attending home matches. The off-season for colleges is when most areas non-scholastic programs are also running. Although they are under certain limitations, these players and coaches can even be an integral working part of a local program's staff.

Currently, the National Collegiate Athletic Association (NCAA) permits collegiate coaches to train youth within the "geographical area" of the university (a 50-mile radius). NCAA rules are different from those of the NAIA and NJCAA. The collegiate coach may not be permitted to work with you directly in some cases. Rules change over time and you should check with the coach for the latest interpretation. Waivers have been and are granted, in some cases, to help certain areas and special programs.

The college coach is also a very important communication link. It is his or her job to keep up-to-date on the sport. Unlike most other volleyball coaches, who work days and coach nights and weekends, the collegiate staff can be reached easily most of the day. Even though some collegiate coaches may be too busy to help, they know your program can actually provide a healthy complement to their collegiate systems.

### **Work with the high school programs**

In all cases, the local high school coaches also get involved in the same way. They are under certain limitations, but also function as an integral part of these collegiate possibilities. And if there is no college in your area, the high school, recreation department, boys clubs and such programs become the focus for initiating and developing interest and talent in volleyball.

One experienced coach, with the help of a novice coach, can handle a couple of teams. You **MUST** be using your program to help develop people who aspire to be volleyball coaches, regardless of whether they are players or not. Indeed, you should make it very clear that you are teaching the JOV members of your program so that they can return the favor as they get older. In other words, whenever possible, your players should give back to the sport by coaching. Providing this kind of hands-on learning to coaching assistants will help your program grow and improve both in and out of USA Volleyball season.

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***Do not grow faster than your number of good coaches and make sure to educate them!***

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If the rules are limiting players' chances to participate in a Junior Olympic Volleyball program, don't break the rules, work within them. Take some time and get to know the coaches of each high school program you are

likely to draw from. Find out what their needs are and if you can help them meet those needs while working within yours. Cooperation is inherent in this sport, and should be promote off the court between coaches as well. Share your secrets.

You are urged to be cautious in your expansion, for it is far better to give those involved a positive experience than to overextend your capabilities and give them a negative one. Avoid doing anything that makes the experience a bad one for the kids, including putting poor, inexperienced coaches in the head coach position. Don't expand unless you have the number and quality of people needed to make the program stronger as it gets larger.

### **Top 10 requirements list**

10. Find consistent facilities
9. Train coaches
8. Develop a registration process
7. Publicize program
6. Develop a budget
5. Plan fundraising opportunities
4. Join USA Volleyball
3. Organize a Board of Directors
2. Establish a written philosophy

And the number one thing that will be required for success. . .

1. Find dedicated parents and coaches.

### **PARENTS**

Indeed, you should make one of the first realizations you will make in forming a volleyball program, is that ***you must get the parents involved!*** If you do not get the support of several parents who will commit themselves to active participation, it will be very hard for the coaching staff. Parents are a unique resource for your program. If you find the right niche for the parents of the children involved, you will greatly strengthen your program. To help you, an entire section of this guidebook is devoted on ideas to work with and share with the parents.

Communicate with these parents regularly via a club website and email and gratefully use whatever resources they can provide. Parents can be great assistant coaches for an experienced head coach, especially for the younger levels. Grandparents even can be tapped in some fundraising projects and tournaments.

Volleyball is a sport nearly all parents have played, and you can hook them once they discover the wonderful and unique aspects that organized volleyball provides. The teamwork aspect of the sport will also extend off the court for players and families alike and thus provide an added bonus to their lives.

Even if you are unable to get all parents actually helping your program, they should be made aware of the goals and benefits which the extra training and exposure to a JOV program can provide their children. In addition to the "Program Benefit" sheet that lists tangible benefits players will enjoy, parents should also receive from you, either in writing or in person, other good reasons why their children should get involved. It is a good idea to prepare a form letter or brochure so you can easily send this information to anyone interested.

For example, without detracting in anyway from your region's interscholastic coaching, you can point out the quality of your coaching staff, as well as their achievements. The divisions that exist and the college scholarships and grants that are available for any talented player, regardless of size, are facts not fully understood by most parents.

They should also be told about the valuable exposure that each player, not just the top collegiate prospects, will get through traveling, making new friends, and developing physical and mental skill, as well as a sense of responsibility.

(*ANIMA SANA IN CORPORE SANO* - "A sound mind in a sound body" is something leaders understood thousands of years ago.) Parents should also understand that the intraregional and national competition possible through a JOV program is not found in state high school play. Players receiving this extra training also have increased chances to gain recognition for their school and themselves both in USAV and school competition.

## **RECRUITS**

Recruits for a new program can be found playing in many places. All ages of people want to play more, practice more, and improve. High schools now play more girls' volleyball than almost all other sports, and a great number of these programs field varsity, junior varsity and freshman teams. Each with 10-12 players per team. This sport is being taught in almost every school's physical education classes not only in high school, but also in junior high and elementary schools. Recreation centers, Boy and Girl Scout programs, YMCA's, YWCA's, church programs like the Catholic Youth Organization and the Church of Latter Day Saints, Boys and Girls Clubs of America and other groups are also good places to find interested athletes.

### **Promotion**

You can reach them in many ways. You should have a simple but nice looking flyer or brochure that can be left behind when you visit any of the above groups. Send a letter to area coaches and administrators with the request to distribute the flyers. Offer small charge or even free clinics for kids as well as their parents. Host an all-comers tournament for the desired age group. The USA Volleyball region you live in has a good communication system that can also be used to promote your program. An excellent way of getting both the high school coaches involved, as well as good players, is to ask the coaches for nominations. In this way you can help the coaches develop the players they identify that will help both their program and yours. Also, visit local elementary and junior high PE programs and put on a spike and serve clinic for each class session. Again, for your help an entire section of this guidebook is devoted to promotion ideas.

### **Include boys' development**

Where this sport is concerned, only a dozen or so states currently sponsoring boys' interscholastic volleyball, it is the boys at the high school level who are being "discriminated" against. One reason for this is that there are not enough good coaches to go around, as most of them are coaching the girls. These coaches simply do not have enough time to work with the boys, too.

Except in California and a few other such "hotspots," boys' volleyball is at a lower stage of development than girls' volleyball. Nonetheless, boys love to play volleyball, and those who have not yet discovered it should definitely not be ignored. If as a director you put on a demonstration by skilled doubles volleyball players at any school, you can hook some of these boys into trying out. In promoting this sport, however, you should let the boys know that even with your help; their opportunities to play will be more limited than those of the girls.

### **Team Size**

You must have at least six players who meet the eligibility requirements, whereas tournament rosters are limited to 12 players per team. There is, however, no limit to how many players practice with a program. To compete in their chosen division, all of the players must meet the requirements of age and sex. Player coaches are allowed in the adult divisions. Junior Olympic Volleyball teams, however, must have an adult coach or supervisor who will be responsible for the team during all official team activities, including practice, travel and competition. One idea: Let the coaches stay with the team for more than one season. Some programs go as far as having the coach lead the group through all three age groups, from junior high through high school.

## Registration

All players and coaches must be currently registered with USA Volleyball, which will provide certain other program benefits, such as a subscription to the national magazine. Your USAV region will provide you with appropriate forms for enrolling and registering your players and team. You will also receive information and forms for entering all regional competition in any division your program is qualified to enter. In order for the liability and accident insurance to be in force, you must register even those in trying out. Thus a tryout fee is recommended to cover membership and rental costs.

### Basic guidelines for every player include:

- Dedicate a minimum of five hours a week for practice.
- Attend all team travel for competition.
- Being cooperative, considerate and acting with high moral and social standards towards those encountered while traveling as a program representative.
- Being punctual for all scheduled events.
- Abstain from the use of any drugs, alcohol or smoking.
- Display sportsmanship and respect towards competitors and event staff at all times.
- Learn the rules and develop officiating skills, advance from line judge to scorer, and finally, obtain referee certification.
- Be willing and ready to serve in capacities beyond that of player, such as fundraiser, coach of younger players, sport promoter, official, committee member and visiting team host.
- Give back to the sport by being patient and considerate of lesser skilled players, sharing knowledge and helping them improve their skills.

The successful programs set high but realistic goals and demand that the players commit themselves to excellence. Players involved in a program should "contract" to being involved. Such contracts can be included in individual and team goal-setting plans. A sample contract is included in this guidebook. A player's high school sports commitments should not jeopardize that player's status in a JOV program. Many schools need the all-around players that often excel in volleyball; the choice to commit oneself totally to volleyball at some point in high school, however, should be done by the player alone, and not by a coach or higher legislation.

### Youth Options Exist

USA Volleyball is committed to a program for youth and through its various program divisions and member organizations have designed youth activities for implementation in all areas of the country. Special variations for the youth game, a smaller ball and court for example, make it a great game for players 7-12 years of age, info on this is found on this CD. If you want more information on establishing a youth program to complement your Junior Olympic volleyball program, contact the national office 715 S. Circle DR, Colorado Springs, CO 80910, or call (719) 228-6800. All publications and videotapes can be obtained to help these younger athletes.

It is not necessary for you to travel outside your locale to form youth teams. All you need to do to give the young players the reward and excitement of competition is to have a few small programs meet a couple of times in the course of training. Such player development is vital for any good program, for the younger the kids are when they learn good volleyball, the better the play and talent will be in the future.



## **Working toward the freedom to compete**

The state rules governing your program and school athletes may not be ideal, and you may seek to have them changed. Regarding an organization, which has restricted competition of its membership, the following procedure is suggested:

1. Gather information about the organization
  - a. How is it organized?
  - b. How are rules and regulations established?
  - c. What's the history behind the rule(s) you want changed?
  - d. Do the conditions still exist?
  - e. Who are the members who vote on such regulations?
  - f. Are meetings of the rule writing body open to the public? If so, what's the procedure for getting issues?
2. Collect the necessary data to determine if the majority of the organization's "membership" favors the rule as it is presently written.

If the majority wants a change:

- a. Prepare a letter requesting time at the meeting to make a presentation concerning the proposed rule change.

Be sure you have NAMES and ADDRESSES OF A LARGE, CROSS-SECTIONAL group of supporters (parents of athletes and non-athletes, community leaders, coaches, athletic directors, principals, etc.). NOT USAV ONLY PEOPLE.

Have a well thought out rationale for the change including methods for dealing with any disadvantages (from the organization's point of view) of the new rule.

Have suggestions for effective methods of dealing with the problem which brought about the regulation in the first place.

- b. If you know anyone on the board of control, contact them prior to the meeting and present your concerns.
3. If you fail to get the rule changed, try to become a member of the board (if eligible) or get an eligible supporter elected to the board.

In conclusion, keep in mind the following:

1. It takes time to break through tradition.
2. Be willing to compromise on some aspects of the issue can produce important steps forward.
3. Be open-minded to the legitimate concerns on both sides of the issue.
4. Many of the most restrictive rules on high school students are set by State Boards of Education and/or State Legislatures, i.e. limiting days of school missed (for any reason) to 10 per year, specifying that no student can miss school for ANY non-academic activity.

## **DECISIONS**

It cannot be overemphasized that any Junior Olympic volleyball or adult program requires commitment. The entire program demands a great deal of time, effort and resources. Participants need to maximize their own efforts by including athletes who will participate fully. At the same time, high school commitments must not

jeopardize any student-athlete's status in the program. Work and family commitments by players must also be considered. More than one team has faded away because the work and/or school load stopped even a couple of its players. It must be realized that substitutes are not used just for bolstering team play. They are needed for player replacement, in case of serious injury or inability to compete because of non-volleyball commitments.

### **It Costs to Play**

The staff of JOV programs should make every effort to assist athletes who desire help in locating and gaining scholarship opportunities at collegiate institutions that offer good volleyball and appropriate academic programs. Two large sections outlined in the player chapter of this book, cover recruiting guidelines and the NCAA rules for student-athletes.

Players want an organized program that is fun and safe. You should not minimize your costs that are needed to provide such a program. Don't try to be cheap, try to be the best. The value of your program is what you must focus on, not its low cost. Get those parents and friends involved in a work trade off for dues, for certain people in the right positions can help every player in the program.

### **Pay Your Staff**

It is also important to pay your coaching staff. Volunteering is part of coaching, but when you have quality coaches, they should be paid. Recreation staff coaches are often paid between \$5-10 an hour for the fine job they do. Your coaches deserve the same. It is one way to prevent "burnout" towards coaching. On the other hand, if you are developing a program in situations where your coaches' normal jobs are high paying, then it can be best to let your coaches volunteer, paying only expenses. Some coaches would rather work for free, and will do a better job as a volunteer, rather than be paid.

You may choose to provide your coaches with an honorarium at the end of the season. Once a coach receives over a certain amount, around \$500, you'll need to report the amount to the proper fiscal authorities. Make sure to keep track of all amounts and to be fair for all levels of your staff. Whether your coaches are paid or volunteer, make sure to reward them as best your program is able.

### **NOTES:**

## Information Sheet

A one or two-page information sheet with the most common questions should be made up. These questions include:

- What is the Junior Olympic volleyball program?
- What are your local program's goals?
- What are the approximate monthly costs?
- What additional costs will be incurred?
- How can one offset some or all costs?
- What is the initial cash outlay?
- How long is the program's season?
- When, where and how often are practices?
- Can my child participate in other sports?

## Philosophical Decisions

You, and each of your coaches, should have a written philosophy statement about the program, and each particular team. What is important to you, the coach and each family should be clearly stated based on your needs, regional situation and plans, both long and short term. *Define your success.*

- What criteria should be used in selecting coaches?
- What criteria should be used in selecting team members (skill vs. aptitude, ability to pay vs. financial need, academics vs. athletics, etc.)?
- How much emphasis should be placed on winning vs. talent and social development?
- How much early specialization should be encouraged (i.e. setting, backrow)?
- How much playing time should each player get?
- How should priority decisions between school and program sports be made?
- What policies should govern missed practices and games?
- What type of discipline should be used to enforce program training and organization rules?
- Who will you serve and are those services needed or desired?

## Organizational Decisions

- Who should assume primary responsibility for initiating a new program (coaches, USAV, parents, sponsors)?
- Should the program have a governing board?
- Who should serve on a board if it is formed?
- How often should the board meet?
- Who should chair board meetings?
- How much consensus should be required to make decisions?
- Who should make which decisions?

- When should teams be formed? (fall, winter, spring)?
- How should players be recruited?
- How many players should be kept on each team?
- How can the program take advantage of the tax-exempt status benefits?
- How should accident and liability insurance be provided?
- Who should represent the program and at what meetings?
- What names(s) should be selected to identify the program and its various teams?
- At which sites should the program teams train?
- What sort of growth plans do you have?

### **Financial Decisions**

- How should funds be raised?
- How much should be raised?
- How should sponsors be sought?
- How should funds be allocated?
- How much should coaches be paid?
- How should scholarships for needy players be provided?

### **Training Decisions**

- How frequently should practices be held?
- Which competitions should be entered?
- What types of training procedures should be employed?

### **FACILITIES**

You won't have a program without a facility. The same places you look for players may also be training sites. Churches and private schools often have gyms that are not as in demand as those of the public school and recreation service systems. Middle schools and junior college sites are also options. Joining a YMCA, Boys Club or even an athletic club and negotiating a practice time slot for all the team who are members is yet another option. Rental costs can suck a program's financial resources dry, if not planned for in advance.

### **Plan Ahead**

Many sites will need to be reserved months in advance to allow for time to process the paperwork. You'll have a hard time in most areas until sometime in March, as the gyms are filled with the winter sports, so make long range plans accordingly. In some situations, you will need flexibility, as weather may force school teams to use "your" gym. Normally the scholastic programs have the right to take over an outside group's gym slot if the school's team coach desires it. Some programs choose to train on a limited basis until mid-March, when the basketball programs end and the gyms open up more.

## **Cost Reduction**

A gym and net system can be rented, donated or bartered for. The promise to reduce program fees for those members of the gym used or to purchase equipment to improve the facility is a possible option. In these cases, your program will benefit from improved net systems, court lines, balls or whatever you have exchanged, rather than just giving away rental money. Do not limit your search to the nice gyms in the area. For practice, small facilities with low ceilings and even not-quite-legal-sized courts can be found. Middle and elementary schools, auxiliary gyms and churches are likely homes for your program. Members of programs in some areas of the country can even train outside on grass courts.

Your staff may also be tapped to provide free clinics for the host site's regular participants in exchange for a reduced rate or free use of the gym. Try to negotiate to provide something that will help volleyball grow and improve, instead of paying a fee.

## **Security**

You will also have to make arrangements for security. Having a set of keys to the gym for each coach would be a wonderful goal, but normally rarely attained. You should make sure you know who to contact if the gym is not opened at your scheduled time. You must have a good working relationship with the people at each facility. Clean-up crews can be brought over to your side with timely gifts of sweets made by the players using the gym. Like the sport, using and improving a gym takes teamwork for best results.

## **Use Colleges**

The facilities at most institutions are important for hosting the best kind of tournament for regional competition. Make sure to plan well ahead of time to be fair to all involved. Collaborate with both the college and other USAV regions to maximize the use of such fine facilities.

Many universities have found that an active involvement in youth development is important to both their academic and sports programs, as many of those participants will later go to college. To facilitate this, they set up junior sports programs, such as volleyball, because this is an ideal way to introduce young and active youth to a higher level of general achievement. In this connection, internship programs, developed through the physical education and recreation departments, are a pertinent way colleges help local young students.

## **PRACTICE**

A Junior Olympic Volleyball program must practice a minimum of twice a week. After a couple months of training, tournament competition must take place on the average of at least once every three weeks. Saturday is one good "extra" day on which to work out. On tournament weekends only two workouts are held; on the non-tournament weeks, three workouts.

Training on Sundays will permit many high school athletes to participate while also competing in another school sport. Another suggestion is to host a local organized scrimmage against any other local sports program that is developing players of the same age. Sunday afternoons may be a time that must be used at certain times of the year. USA Volleyball as National Governing Body of volleyball is committed to see it grow and improve in all areas possible.

## **Officiating**

Your team will need to provide officials who have been educated in USAV play. Trained, experienced young players around the world referee their own level of play very well. You may want to have both your coaches and designated players become officials. Some programs choose to have only adults become the head referees. In any case, each team must be educated to provide competent officials in the capacities of first and second referee, scorekeeper and line judges.

USA Volleyball provides material and offers clinics that you may use to teach your program's players the basics of blowing the whistle. You do not need to have certified referees in order to have good organized

competition in your program; all you need are players who are learning how to referee while they are learning how to play. USA Volleyball holds several clinics in the fall, winter and spring for the certification of all levels of referees. Plan now to arrange a clinic for your group, and let the other programs in the area know. *Special Junior Olympic volleyball referee and scorer categories and tests exist just for this level.* Testing can be done during tournaments, or at stations with clinics. Parents and players should be trained to officiate for your program.

## **Tournaments and Travel**

You must make players and parents clearly aware of the travel opportunities, both locally and out-of-state. The U.S. Junior Olympic Volleyball Championship moves around the country, assisting at making this a possibility for any JOV player. *The major way to cut tournament and travel costs and provide easy fundraising is to find free lodging and teammates or parents who will drive or loan cars, vans, station wagons and even motor homes.* One place where larger programs can arrange in advance for good housing is at the actual gym, on the floor. This version of a slumber party has lots of space for the whole team and plenty of showers. In order to return the favor, you should poll your parents and find out who is willing to house one of these tournament slumber parties. A form later in this guide lists the important questions and a space for a map.

The program and its players are strongly encouraged to set travel rules and standards. Player input can ensure fairness and practicality in the regulations. Don't limit yourself or your kids, however. Travel out-of-region tournaments will be worth it as you and they discover the out-of-state play opportunities that Junior Olympic volleyball can provide.

## **ETHICS**

Players will learn with you or in spite of you. As a director, you must see that your coaches are concerned first with providing their players with a positive educational experience. In this way, player development becomes the primary goal of any volleyball program for individuals of any age. Although you will have many ways to provide this opportunity, as a director you must continually check to make sure that this is actually happening of your program.

You will provide opportunities for this development and improvement, not with the help of the coach, but through each individual player. When the newspaper comes calling, you should be able to honestly say, "I did not do it, *he* did." Make sure that not just the player, but the parents, friends and other coaches are also able to see this self-development.

### **15 important points about the ethics of a volleyball coach:**

- Volleyball belongs to the players. Always put the welfare of the players and the game ahead of your personal gain.
- **O**ur conduct and remarks, by both coach and player, must never be unsportsmanlike.
- **L**earn about your players and their individual needs.
- **L**ive up to both the letter and the intent, and know the rules of the game.
- **E**mphasize performance and the process over the outcome.
- **Y**our player's academic progress is more important than the demands made for their athletic progress.
- **B**e consistent.
- **A**thletes first, winning second.
- **L**et booster organizations be for program support and important parental involvement, not rule violations.

- Look for ways to work with the officials and their organization, including attendance of the rules clinics.
- Communicate, both when talking and listening, to your players as you would want them to listen to you.
- Officials must be treated with respect by coaches, their players and the fans.
- Any injury must be directed to the appropriate medical authority; you are not a doctor.
- Contribute to and support your national organizations and their decisions in policies, actions and rules.
- Help the media learn about and share in the game's countless stories and unique aspects.

### **Written Code**

The above points, and any others you feel important to add for your program, should become a topic of discussion and understanding with all your staff. Certain regions have created a Code of Ethics that coaches and players alike must sign. Your program can get even more specific. Make this into a single-page flyer on program stationery to give to both coaches and each parent. It takes teamwork to keep the program running on course for all concerned and continues two-way communication.

As a director, your program must provide a socially positive environment where communication and psychological skills are developed along side the physical skills. Teach your players the intent of hard work and help every individual's self esteem and self discipline. Foster a respect of the rules, of teammates and of opponents. These key items and more begin first with the coach, the main sport role model for each of your players.

Volleyball is a very special team sport. It is certainly one in which winning comes through successful performances, not through worrying about winning. Every program member needs your help in becoming the best they can be. Do not play favorites. Give equal attention to every member of the team and program. Indeed, your less skilled players and coaches need even more help, than your top players.

Your coaches also need to focus on doing the best for their players, not on advancing personally through coaching opportunities. If you work hard to develop every player and provide an all-around positive educational experience for each player, the success each player reaches will inadvertently provide new possibilities for you and the staff. As for players in the game, opportunities for staff come from successful performances.

Success can also bring conflicts. Other volleyball programs and even other sports would like your athletes. All you can do is provide a good program. You should never make excuses for running a good program or team. Most importantly, make sure you let the players choose what they want.

### **Coach Education**

It has now become mandatory in many states for the high school coaches to be certified in basic coaching educational areas. The USA Volleyball JOV program, in addition to a written code of conduct found later in this book has implemented two levels of coach education for all coaches.

The IMPACT program is a four-hour, classroom course that covers the responsibilities and opportunities of coaching, ethics, resources, motor skill science and drill development, and the workings of USA Volleyball. Some regions add to the clinic by getting into the gym and developing skill and team tactics. The cost is minimal and includes a special manual for each coach.

The Coaching Accreditation Program (CAP) is a more comprehensive three-day course that costs about \$200. Four levels will be attainable by junior coaches. The American Coaching Effectiveness Program (ACEP) and National Strength Coaches Association (NSCA) are included with certification at the first two

levels. For information on either of these two coach education opportunities, contact your regional commissioner.

## **Recruiting**

Program directors coaches do not own a player, nor should he or she treat any player as an object. If a player from your program changes teams, your entire staff should wish them well. Your coaches must understand that they cannot be caught griping about some other team taking a player even if it happens within the same program. Make improvements whenever needed, but don't change your philosophy to meet just one player's desires; you simply cannot please everyone.

## **BOARD AND BYLAWS**

One important item in your process is the establishment of a Board of Directors. The Board should consist of at minimum a president, vice president, secretary and treasurer. Your success will be dependent on parental support, your coaches and your facilities. Your board likely should have key figures from each of those areas, with special needs of a lawyer, accountant, school personnel and recreation department official being met.

Once the board is together, you can then establish your articles of incorporation, a set of bylaws (needed to incorporate), and tax-exempt status both in state and federally. File for a 501-c-3 Federal Tax exemption with the Internal Revenue Service (IRS), which will allow for deductible donations. This tax status is not required, and takes good bookkeeping skills to manage all the paperwork required quarterly and yearly. You may just want to have bylaws and not tax-exempt status. Bylaw and incorporation forms are later in the book.

## **TRYOUTS**

The last thing that you need to set up is your tryout. You should have your philosophy written down and know what you are going to charge for the event. The following checklist may prove helpful:

Volleyballs

Coaches

Net Setup/Equipment

Registration Forms

Pencils/Pens for Player Use

Table and Chair For Registration

Additional Info Sheets Available

Evaluation Forms

Practice/Drills Planned

Opening Meeting - written out, include  
introduction of staff, goals of program, time of practices, attendance policy, conduct policy,  
finances, selection process if cuts are to be made.

### **The day itself**

1. Be professional - in dress, speech and organization.



2. Parents are in attendance to check out your program - speak clearly and be available to answer questions.
3. Be early, get things set up ahead of time; appear calm.

**Schedule:**

Players enter and fill out registration forms

Players turn in forms and fee

Opening meeting - speak loudly

Warm-up

Drills

Closing meeting (include feelings of how things went, date/time next practice)

Clean up / Equipment collection

**Final financial thoughts**

1. Tryout fees will give you a starting base, open a checking account, using USAV tax ID numbers.
2. Keep a careful account, of all deposits made, date of deposit, amount and who paid in what amounts.
3. Get receipts and keep a notebook of all receipts with the cancelled checks.
4. Balance the checkbook monthly.
5. Always slightly overestimate potential expenses, having leftover is easily lost if you are busy doing other activities.
6. Collect monies at designated times, when you are ready to record it and place it in a specific envelope. Money is easily lost if you are busy doing other activities.
7. Be sensitive to families who may need a different payment plan, but draw up and have them sign an agreement. Keep those players confidential.
8. Pay your bills on time.
9. Pay your coaches a decent stipend, they are giving up their time, pay their expenses as well. (phone bills, gas, etc.)

## SEASON CHECKLISTS

About 2 of the 50 states do not have the traditional fall season for girls' volleyball so this schedule reflects a post fall high school start. Boys' high school volleyball is generally played in the spring, after basketball. Those of you in this situation, please make the adjustments in this checklist accordingly. These are only suggested guidelines, not rules in any way.

### Summer

- \_\_\_ Hold club officers' meetings
- \_\_\_ Update mailing list
- \_\_\_ Arrange for tax-exempt status -- procedures, Board of Directors
- \_\_\_ Hold and participate in summer outdoor play - doubles, triples, co-ed
- \_\_\_ Prepare newsletter - printing donated editor, cartoonists, deadlines
- \_\_\_ Arrange for insurance - liability and accident for players and program
- \_\_\_ Design logo for club - letterhead, uniforms, coaches shirt
- \_\_\_ Order or restock club stationery
- \_\_\_ Purchase new volleyballs - discounted balls used at summer camps
- \_\_\_ Gather college information library
- \_\_\_ Attend high school officials' meeting
- \_\_\_ Establish checking account
- \_\_\_ Make team banners to display at events
- \_\_\_ Host special summer camps for youth (7-13 years of age)
- \_\_\_ Hold outdoor corporate cup fundraiser
- \_\_\_

### September

- \_\_\_ Find more coaches
- \_\_\_ Check on facilities - reserve sites, cost, contact, procedures, times
- \_\_\_ Bid on equipment - balls, uniforms, rental vans
- \_\_\_ Prepare media contact list update -promotion, tournament results, who are they?
- \_\_\_ Attend high school matches and coaches meetings

- \_\_\_ Arrange for storage area - keys, build a locker

### October

- \_\_\_ Send out coaches' information letter
- \_\_\_ Contact middle schools
- \_\_\_ Set up county/parks and recreation clinics
- \_\_\_ Prepare and send newsletter #1
- \_\_\_ Visit college events
- \_\_\_ Prepare for holiday friendship tournament
- \_\_\_ Begin coaching staff clinics
- \_\_\_ Prepare athletic training kits - supplies, donations, lots of tape
- \_\_\_ Obtain competition and program member gift - bumper sticker, decal, pin
- \_\_\_ Finalize insurance - agency
- \_\_\_ Help any senior with recruiting - letters, videos, etc.

### November

- \_\_\_ Prepare flyers for state tournament
- \_\_\_ Obtain one set of USAV registration materials
- \_\_\_ Sign up all staff and one team with USAV
- \_\_\_ Prepare facilities - new anchors, adjust cables, padding, etc.
- \_\_\_ Mark all equipment - balls, training kits, etc.
- \_\_\_ Choose and confirm local JOV tournament date and site
- \_\_\_ Hold tryouts for holiday tournament
- \_\_\_ Enter holiday tournament
- \_\_\_ Prepare and send newsletter #2
- \_\_\_ Arrange for medical insurance
- \_\_\_ Hold club officers meeting

## December

- \_\_\_ Rent holiday tournament van or make parent driving arrangements
- \_\_\_ Videotape NCAA finals
- \_\_\_ Arrange holiday tourney housing
- \_\_\_ Prepare and mail news releases - tryouts, holiday tourney
- \_\_\_ Prepare and copy club forms and coaching packets
- \_\_\_ Prepare and send newsletter #3
- \_\_\_ Obtain USAV registration material for all teams
- \_\_\_ Prepare parent handbook

## January

- \_\_\_ Hold all club parent and player meetings after finals
- \_\_\_ Conduct tryout and team selection - Balance teams, especially setters
- \_\_\_ Collect tryout fees and dues
- \_\_\_ Group workouts by age division
- \_\_\_ Conduct two-day coaching clinic for staff and local coaches
- \_\_\_ Order team apparel - include extra sets
- \_\_\_ Host officiating clinic for program or attend regional clinic
- \_\_\_ Prepare and send newsletter #4
- \_\_\_ Prepare fundraising effort
- \_\_\_ Send school principals playing schedules
- \_\_\_ Copy extra medical release forms for coaches
- \_\_\_ Renew members' subscriptions to *Volleyball Magazine*
- \_\_\_ Find out all ACT/SAT test dates (hard days for 18 and unders)

## February

- \_\_\_ Host parent meetings with coaches - skill and rules training
- \_\_\_ Conduct fundraising
- \_\_\_ Hold practice and scrimmages
- \_\_\_ Prepare and send newsletter #5
- \_\_\_ Follow tournament checklist from guidebook for hosting tournament
- \_\_\_ Arrange for parent tournament transportation
- \_\_\_ Select local housing for own tourney
- \_\_\_ Arrange for out of town lodging

## March

- \_\_\_ Confirm housing for visiting teams
- \_\_\_ Host tourney as fundraiser
- \_\_\_ Prepare and send newsletter #6
- \_\_\_ Practice upgrade once basketball is over
- \_\_\_ Conduct mid-semester grade check - Forms turned in
- \_\_\_ Send in entry to USJOV Championships or alternative tournaments
- \_\_\_ Continue fundraising
- \_\_\_ Confirm out of town housing, maps

## April

- \_\_\_ Prepare and send newsletter #7
- \_\_\_ Continue practice
- \_\_\_ Continue tournament arrangements
- \_\_\_ Collect all late dues

## May

- \_\_\_ Prepare and send last newsletter
- \_\_\_ Select national competition teams
- \_\_\_ Begin outdoor summer volleyball schedule
- \_\_\_ Hold co-ed or all club outdoor tournaments
- \_\_\_ Send in seeding form to championship
- \_\_\_ Finalize housing arrangements
- \_\_\_ Collect all extra championship costs
- \_\_\_ Arrange for club awards and thank-you potluck dinner

## June - July

- \_\_\_ Championships team training
- \_\_\_ Host outdoor volleyball classes for area
- \_\_\_ News releases and media sessions on top teams
- \_\_\_ Finalize all championship arrangements
- \_\_\_ Hold thank-you/good-luck dinner or outdoor doubles/triples event with parents

## **EQUIPMENT**

The following suppliers deal in specialty volleyball equipment. They generally stock everything that might be needed for the sport, including the latest and best products. They also are fast, accepting phone orders and shipping promptly. Their catalogs belong in every coach's and player's library, because even if you cannot order from them, they are a great reference for high-quality gear.

### **USAV Sales / XP Apparel**

[www.usavolleyball.org](http://www.usavolleyball.org)

[www.xpapparel.com](http://www.xpapparel.com)

### **Sports Imports**

P.O. Box 21108

Columbus, OH 43221

(800) 556-3198/ (614) 771-0246

### **Arch Billmire - Tachikara**

545 Coney Island Drive

Sparks, NV 89431

(702) 359-1800

### **Sport Court**

[www.sportcourt.com](http://www.sportcourt.com)

### **Park & Sun**

2150 S Tejon

Englewood, CO 80110

(800) 776-7275/ (303) 935-8449

### **Spike Nashbar**

[www.spikenashbar.com](http://www.spikenashbar.com)

1800- SPIKE - IT

### **VolleyHut**

[www.volleyhut.com](http://www.volleyhut.com)

858-486-3307

### **Midwest Volleyball Warehouse**

[www.midwestvolleyball.com](http://www.midwestvolleyball.com)

1-800-876-8858

**Get *Volleyball* Magazine for all players**

### ***Volleyball Magazine***

[www.volleyballmag.com](http://www.volleyballmag.com)

1800- 437-5828

\$19/ year (12 issues)

### **Logo and Stationery**

Use of the USA Volleyball Junior Olympic Volleyball logo is just one means of gaining identity, but this use must be approved by the USA Volleyball National Office. USA Volleyball's "ball" logo is a registered mark; the logos of the USA Volleyball Team, the U.S. Junior Olympic Volleyball Program and the USA Youth Volleyball Program are registered and are protected under common

law. Unauthorized use of the USA Volleyball logos is prohibited. The United States Olympic Committee also has all rights to the use of the Olympic rings logo. No interlocking rings, of any color, may be used that resembles the five-ring Olympic logo. Four and six rings in the same Olympic styles are also prohibited by law. You should come up with your own special program logo, well drawn by a volunteer with artistic skills and/or training. Use it on your staff shirts, jerseys, sweats and stationery.

You are encouraged to get both stationery and business cards for the program. Image is improved, and it makes things easier for all involved. An answering machine will also be well used, as you can leave messages for certain teams or staff members to phone in and get, as well as screening your calls to home.

### **Uniforms**

Players are required to be dressed uniformly during competition. The uniforms, however, do not need to be expensive. A normal volleyball uniform is composed of a shirt and shorts. All players of each team must have identical jerseys and shorts/briefs of the same color, style and trim. In some regions, lower-level teams and all JOV teams are permitted to wear shorts which are similar, although they must be the same color. The shirt must have a number on the front no less than four inches tall and a number on the back no less than six inches tall. The numbers may range between 1 and 99 and must be easily visible, as well permanently attached. Taped-on numbers are not permitted. The color and type of sock and shoe is at the discretion of the team or the individual. However, you should know that there are many excellent shoes made just for volleyball play.

Giving everyone in the program the same basic uniform can help in keeping participation levels high. When everyone looks the same, it is easier to put teams together. This is especially important in youth play where the teams should be mixed often for maximum participation. Large programs give a player a jersey number for the season, using up numbers 1-99, keeping the same basic jersey to permit movement from tournament to tournament by any player. They also provide a light and dark version to allow the kids to change jerseys in long one day or the common two to three-day tournaments. An addition to the rules, the libero is a back court specialist. Their uniform needs to be different than anyone else's on the team, ideally a brightly colored jersey similar to a soccer goalie, but the opposite colored jersey can be used.

### **Sweatsuits**

These are not needed for many programs, but the more regional teams and those that travel benefit from having them. The basic hooded pullover (not zippered) sweat top with a pouch and drawstring bottoms is the best buy. A sweatsuit helps greatly in team identity. The bottoms are likely to get holes in the knees, if used to warm up in as they should be. Old sweats that have been cut off make excellent practice short sweats. These are especially nice for defense training. More expensive uniforms are available from very good national suppliers should your budget permit such expenditures.

### **Kneepads**

Every JOV player should compete in good quality kneepads that are designed for volleyball, if he/she is to promote friendship with the floor. While you may see top athletes not playing with them, for developing players like your JOV athletes, kneepads are a must.

### **Volleyballs**

There are many brands of volleyballs available in the U.S. Any one of these brands is acceptable for competition and provides your program with the quality of ball the athletes deserve. Never use

rubber volleyballs to introduce a player to the sport. The athlete will not want to play the game, due to arm pain. This problem may still exist with even the best volleyballs. You are encouraged to have all your players tryout and practice with long sleeved shirts in order to lessen the possibilities of forearm pain for novices.

Molten currently offers volleyballs for young athletes. One ball for every two players is a minimum requirement; a program can never have too many volleyballs! Borrow (with the promise to replace all lost or damaged balls), rent or purchase them.

For youth programs that feed into your JOV program, there are special balls. Volleyball Trainers, in regular size but special, lighter weights, and light but oversize versions are made by Mikasa, Tachikara, and Sportime.

### **Ball Carts**

If the facility does not have storage containers for the volleyballs, several options are available. The cheapest is a half-cut refrigerator box with two walls left so that balls can be thrown from a distance into the lower half. Plastic garbage containers with the bottom filled in a bit, so that players don't injure their backs bending down to the bottom of the bucket every time, are also inexpensive and durable. Shopping carts (donated, not stolen) are also good storage possibilities.

### **Floor Tape**

You'll often have to lay down floor tape when creating the courts you need. Vinyl tape is available from many of the above-mentioned suppliers, but it can damage some floors. We have located some great floor tape that you can put down on any varnished floor and not remove the finish when you take it up. Basketball coaches like that. It is available through **Specialty Tapes**, 1405 16th St. Racine, WI, 53403 (800) 545-TAPE. It is a lot like "**Post-It**" tape, only two inches wide, but as a paper tape, it needs to be laid down smooth in order to last. It is great for putting down a set of youth courts for a four-week class session or just for a tournament weekend to "create what you need" with more courts. Colors are red, yellow, orange, blue, lime green and white. The cost is about \$10 per roll for white. Colors are 15 percent more.

### **Water**

All players should have water readily available at every practice. The loss of body fluid is a primary factor in skill errors in the sport of volleyball, so keeping hydrated is essential. Nagle wide mouth bottles are a personal favorite. One-liter or 16-ounce plastic soda bottles can also be used. A metal or wooden carrying rack can be made or bought; cardboard holders will disintegrate too soon and always at the wrong time. A cooler with disposable cups is another option and a requirement if you do not have access to a water fountain.

### **Coaching Shirts**

Coaches need a staff shirt to identify their position and to further both team identity and staff leadership. Other outerwear the players get, such as sweat pants, are also appreciated by the coaching staff, further promoting team identity.

### **NOTES:**

## **FOREIGN COMPETITION**

Even international competition is possible in Canada, Mexico and overseas. Such competition can be set up for an entire team or for just those individuals who wish to travel and play. From elite level, all-star teams to just friendship teams, the opportunity exists. Costs must be covered, either the cost of airfare or the entire trip. Coaches and a chaperon usually go free.

### **People to People Sports Tours**

<http://www.sportsambassadors.org/>

1.800.669.7882

### **Volleyball Tours**

[www.volleyballtours.com](http://www.volleyballtours.com)

425-255-8102