



EAST COAST POWER VOLLEYBALL 2022-23 COACH HANDBOOK

A volleyball club is only as strong as it's coaching staff, and at ECP we know our coaches are our greatest asset. This handbook provides a summary of the policies and priorities of East Coast Power Volleyball, and the various ways the leadership and administrative teams are here to support our coaches throughout the season.

ECP is committed to playing and coaching at the highest level, while at the same time creating opportunities for every player to learn and love the game. We want our coaches to feel supported and valued. And we want our players to end each season as better athletes, better friends and better people than when they started. We are all here because we love this game. Every member of our staff has either been a student-athlete or raised one (or both) We all believe in the power of sports to help student-athletes reach their full potential on and off the volleyball court.

Please use this handbook as a guide to learn more about our club, our goals and the role we want you to play in shaping our organization to make it better every year. We know that no handbook can answer every question or capture every sentiment or experience of a season but we hope you find this to be a valuable resource.

Thanks to all of you for the commitment you've made to ECP. We are looking forward to an exciting season.

Sincerely,

Roberta McGuiney

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Part I: Coaching for ECP

Getting Started

Your first step as a coach for East Coast Power Volleyball is to complete the ECP Coach Welcome Registration. The Welcome form gives us your contact information, blackout dates (when you can't coach or practice) and special travel requests. The form will also give you access to the Coach Portal, a private web page available only to ECP coaches. (More information on the coach portal can be found in Part II below.)

Coaching Eligibility Requirements & ECP Forms

Before the season begins, every coach must complete the needed certifications and registrations to coach for USA Volleyball and the Keystone Region. ECP pays all costs associated with meeting the minimum requirements to coach for our club, including KRVA and in some cases AAU registration as well as PA 153 Clearances as required in Pennsylvania.. These registrations are mandatory and take time, so it's important that you don't wait until the last minute. Eligibility issues affect our insurance coverage (and your own insurance through KRVA), and we can't roster teams until our coaches have completed all these tasks. Your first paycheck will not be released until the next pay period or until all eligibility requirements are met. Go to the coach portal on the ECP website for detailed instructions and links you need to meet all eligibility requirements. See the checklist below to make sure you have completed all required paperwork.

Coaching Eligibility Checklist

New Coaches and Returning Coaches

- **KRVA Membership:** This is your USA Volleyball membership and must be renewed every year. A simple background check will be completed the first time you register and every other year after that. This is completed via Sports Engine.
- **Safesport:** A 90-minute online training course aimed at keeping athletes safe from abuse and informing coaches how to report issues that put athletes at risk. Safesport must be completed annually but years 2 & 3 it is only a refresher course that takes about 25 minutes and then year 4 you have to complete the Core training again.
- **Compliance with PA Act 153: (PA Coaches Only-Every 5 years)** This law requires anyone who interacts with minors in the course of their work to obtain three different background certifications: A PA criminal background check; a Pa Dept of Human Services child abuse history check and an FBI criminal history check (fingerprinting required.) See the coach portal for more information.
- **ECP Welcome Registration:** Each year, coaches are required to fill out the ECP Welcome form to give us your contact information, blackout dates (when you can't coach

or practice) and special travel requests. This form is extremely important. Please complete it right away.

- **ECP Gear Order:** Every fall ECP places an order for coach gear. Coaches will receive notification about try on dates and order deadlines. Janet Quinn will be in contact about coach gear orders.

New Coaches Only: New coaches must complete all of the above requirements plus the following one-time certifications

- **Impact Certification:** This is an online training course for new coaches only. Your Impact Certification is good for life. The course takes about 4-5 hours to complete but can be started and stopped and completed in phases. The course is free once you have a current KRVA membership.
- **Concussion Awareness:** A 30-minute free course that needs to be taken only once. The certificate of completion needs to be sent directly to Kathy Arnow.

ECP Parent & Player Handbook

The ECP Parent & Player Handbook is required reading for every ECP coach. The ECP Handbook is a blueprint for the mission, values and policies of our club. The Parent & Player Handbook is the main tool we have to support our coaches when parent and player conflicts arise. The Parent & Player Handbook can be found on the the main ECP website.

ECP Coach Training Manual & Age Appropriate Performance Guide

ECP has developed a detailed coach training manual as well as an Age Appropriate Performance guide. Both of these guides will explain our skill terminology, age-specific expectations for the season, and training methods for individual and team skills. We believe this detailed training manual, combined with the expertise and unique coaching style of our coaches, will help coaches improve practices, goals and performance for their teams.

Team Structure & Names

East Coast Power Volleyball offers five types of teams aimed at giving players of all experience levels an opportunity to play club volleyball.

- **National Team:** National teams are our highest level teams with the most competitive schedule. The National team schedule includes a mandatory post-season tournament that extends into June (sometimes early July.) National teams typically practice 2-3 days a week (4 to 7 hours a week depending on location) and play a regular-season schedule that requires air travel. National teams typically compete in 2 to 3 USAV qualifiers, a pre-nationals tournament as well as USAV or AAU Nationals.

- **Premier Team:** Premier teams play a competitive schedule that includes multi-day tournaments in your state or in nearby regions. Premier teams practice 2 days a week (4 to 5 hours a week), but they are not required to attend a post-season nationals tournament unless they win a bid during a qualifier or the KRVA bid tournament.
- **Travel Team:** Travel teams play a competitive schedule, including mostly one- or two-day local tournaments and at least one multi-day overnight tournament. Travel teams practice 2 days a week (4 to 5 hours a week). Travel teams are not required to attend a post-season nationals tournament unless they win a bid at the KRVA tournament or the Northeast Qualifier in Philadelphia
- **Developmental Team:** Some 11U and 12U teams follow a developmental schedule, practicing just 1 or 2 days a week and attending 3 to 5 tournaments a year.
- **Club Power Juniors:** 1 practice a week and 2 single day tournaments for 12-14 year olds
- **Power Jrs:** A weekly clinic aimed at 6-14 year-old players just learning volleyball.

Team Size

ECP teams typically will include 11 players: 2 setters, 4 hitters, 3 middles and two defensive specialists. While team makeup may vary depending on the team and players who tryout, this position distribution allows one replacement per position.

Practice Players: Some teams may include practice players. Practice players pay a discounted amount to practice with a specific team. Practice players should be made to feel welcome and included in all training and team events. However, practice players do not have uniforms and do not attend tournaments. In cases where you need an extra player to help out when a team member is missing from a tournament, coaches are encouraged (but not required) to ask practice players to participate. Practice players should not take playing time from an existing player and should only be used when needed. ECP will supply a backup uniform if a practice player is asked to participate in a tournament. If a practice player develops to the extent that both player and coach want the player added to the team, please reach out to ECP staff who will take the needed steps (both financial and administrative) to add her to the program. We will do our best to ensure that the combined total of team members and practice players will not exceed 12.

Team Practices & Court Sharing

Prescribed Practice Time: This year we are structuring our practices to have a consistent 45 minutes of drills and skills, at the beginning of practice, in order to create a standardized foundation throughout our club. We will be providing guidance and extra materials to help support the development and evolution of these drills. This plan can be found in your Age Appropriate Training Manual.

Court Sharing: Throughout the season there will be times when teams will be court sharing. Please use this time to collaborate with the coaches that you are sharing with to create a practice plan that limits the amount of time you scrimmage. We have joint-training drills in our Coaching Manual (found on the Coach Portal) that can help with the planning of these practices.

Tournament Schedules

Every year we make tournament and schedule decisions based on the flow of the season, the level of competition at events, coach availability, and the past experiences we have had with the event. We will release proposed tournament schedules during tryouts, but cannot always guarantee entrance into the tournaments that have been selected. Coaches should never make changes to the tournament schedule. All change requests should go to your division lead and Lauren Schaefer, our Tournament Registration Coordinator.

Coach Ethics & Code of Conduct

It goes without saying that ECP coaches should comply with all USAV ethics and code of conduct policies. Here is some general advice that our most experienced coaches recommend.

- ❑ **Coach Comments:** Always remember that a casual comment to a parent or player can be taken as “gospel” when it comes from a coach, so be mindful of what you say, both on the court and in casual settings.
- ❑ **Favoritism:** Be aware that players form fast opinions about coaches and favoritism. Do your best to appear impartial about player personalities and focus on player abilities and effort.
- ❑ **Team Dinners:** We encourage coaches to attend team events, but discourage specific conversations about team performance. Feel free to listen and support positive conversations but avoid being pulled into conversations about specific players or a poor performance. Limit your comments about performance to time in the huddle with your players.
- ❑ **Alcohol:** We all know alcohol is consumed during parent-team dinners. Coaches should not consume alcohol while still on-duty coaching during tournaments and should limit alcohol consumption at end-of-day meals. Coaches should not be seen intoxicated by any ECP players or parents.
- ❑ **Profanity:** We discourage profanity of any kind while coaching. Please be aware of your language at all times. Be aware that profanity is of greatest concern to parents of players on 15U and younger teams. Profanity should never be used with youth teams and is strongly discouraged with older players.
- ❑ **Private texts:** Coaches should never send a private text to any player. If you need to communicate with a specific player, please always copy a parent or another coach. We prefer you use the Sports Engine App to communicate with players.
- ❑ **Private meetings:** Coaches should never meet in private with any player. If you need a one-on-one conversation with a player, have a brief conversation to the side of the court or in a public area, preferably including your assistant coach. Private meetings with

players or parents are always a bad idea, so please reach out to ECP leadership for guidance should you need to schedule a more lengthy conversation or have questions about a specific situation.

Part II: Coaching Responsibilities

We know our coaches invest time, effort and emotion in coaching our teams. But over the years coaches have told us that they haven't always known what was expected of them, and which club events were required or optional. We've done our best to explain club expectations here. If you have specific questions please direct them to your Division Leader.

Attendance - Practice, Tournaments & Events

Attendance at open gyms, tryouts, coaching clinics, practices and tournaments is an essential responsibility of coaching at East Coast Power.

- ❑ **Coaching Clinics:** Coaches are expected to attend a mandatory coaching clinic. Dinner will be served.
- ❑ **Open Gyms:** Coaches are expected to attend all open gyms for both youth and high school age groups.
- ❑ **Tryouts:** Regardless of the age group you coach, our coaches are expected to attend tryouts for both youth and high school teams as part of your coaching contract. Please attend all tryouts and support your fellow coaches on this busy day. We will work with coaches prior to tryouts and on tryout day to identify prospective players. Coaches should work with ECP staff to provide complete lists of players and several alternates who will receive offers to play for their team.
- ❑ **Welcome Day:** The first day of the season is an important day for coaches and teams to get to know each other. It's also an opportunity for coaches to hold the first team meeting. Welcome Day is mandatory for coaches at ECP.
- ❑ **ECP Holiday Party:** We encourage our coaches to attend the ECP holiday party and support your team.
- ❑ **Attending Tournaments:** We ask coaches to give us a list of blackout dates for the year when they are not available for practice or tournaments. (You will provide these dates when you fill out the Coach Welcome Form) Once a tournament schedule has been set for your team, we ask that you stick to the schedule and attend every tournament. Coaches and players are expected to stay for the entire tournament, including final work team duties after play has ended. If you coach on a National team you are expected to attend the National tournament with your team.
- ❑ **Attending Practices:** Coaches should attend all practices. If you are going to be late to practice or miss a practice, please inform your division coordinator with as much notice as possible. Players and parents expect a minimum number of practices as part of their tuition, and as a result, practices should never be canceled. In most cases, teams should

practice after weekend tournaments. In some cases, coaches may decide players need rest after strenuous multi-day events. Please consult with your division coordinator if you feel this is needed.

- ❑ **Outdoor Practices:** The season does not end until a team's final tournament, including the doubles tournament. Coaches are required to attend all outdoor doubles practices as part of your contract. Please plan for a coach meeting prior to practice with practice organizers for practice plans for doubles practice.
- ❑ **Doubles Tournament** -- While coaches are expected to attend all doubles practice you are not required to attend the doubles tournament.

Administrative Responsibilities

ECP has a terrific staff who will take on most of the administrative duties for your teams. Coaches should never be involved in fee collections and should never accept tuition payments from players.

While we want to minimize the administrative burden on our coaches, we do need your help on a few key tasks.

- ❑ **Coach Registrations and Certifications:** As noted in Section 1 of this handbook, ECP Coaches should complete all registrations and certification requirements no later than Dec. 1. Coaches who have not completed these basic requirements for coaching will not receive their first paycheck (Dec. 15) until all requirements are complete. Coaches who miss the deadline won't be paid until January after all requirements are complete.
- ❑ **First Practice Day:** On the first practice day, we expect our coaches to check KRVA cards and confirm that a player is eligible to be on the court. One invalid player on your court negates the KRVA insurance for the entire gym.
- ❑ **Meet Deadlines for Travel Arrangements:** ECP manages coach travel and hotels. Please alert the travel coordinator no later than December 1st of any special travel needs for the season. (You can give us your travel requests via the Coach Welcome form) This includes special requests related to hotels such as bringing a spouse or rooming with a player. (More information on traveling with family is detailed below)

Tournament Prep & Rosters

Every week, Tina Judkins will post your roster to your team page in the coach portal no later than 5 p.m. on Monday before your tournament. **ALL ROSTER CHANGE REQUESTS MUST BE RECEIVED BY 12:00 NOON EST ON TUESDAY** prior to your event. Check your roster for accuracy, including player names and jersey numbers and print 2 copies. Make sure you are

aware of the check-in procedure before you head to your tournament. Also, please remember to have your player Medical Release Forms and Proof of Age with you at all tournaments.

Enforcement of ECP Policies with Players & Parents

The vast majority of our players and parents support our club goals and comply with our policies. Should an incident arise when that may not be the case, please refer to the ECP Player & Parent Handbook to give you guidance on our expectations of players and their parents. Knowing the handbook and our club rules will help you coaches deal with issues that arise on your teams. You should also notify ECP leadership to help you resolve any conflicts as we are here to support you so you can focus on coaching. Here is a summary of some of the key rules.

Practice Rules

- ECP players will be required to wear their practice shirts at all times during practice.
- Backpacks should be lined up neatly on the side of the court during practices.
- Players who do not have current KRVA memberships are not allowed to practice.

Tournament Rules

- Players must keep all uniforms and jackets inside the backpack. Camp areas and bench areas should have only backpacks -- no scattered items.
- Players who arrive late or leave a tournament early will be penalized (at the minimum) a one-set benching at the next tournament. Tougher penalties may be imposed.
- Players must spend 100% of their time at tournaments with teammates. We do not want players sitting with parents, shopping, or dining with parents during tournaments. Players are required to attend team dinners and team events.

Cell phone Policies

- Cell phones should never be taken out of backpacks once a practice has started.
- Cell phones should stay in backpacks for the duration of matches, including warmups and work time. Cell phones should never be at work tables or on the bench. Coaches should enforce minimum cell phone policies and can impose additional restrictions on cell phone use during tournaments if they wish.

Travel & Hotel Policies for Players

Travel and hotel policies for players are detailed in the Parent & Player handbook. We rely on our coaches to inform us of policy violations and in some cases, to enforce penalties for violation of these policies.

- Players must arrive at the hotel no later than 8 p.m. the night before a tournament. Players must not schedule flights to leave a tournament before 6 p.m. Players who violate ECP travel rules will not play in the tournament and may be suspended from future tournaments.
- Players MUST stay in team hotels as required by ECP hotel policies. Players who do not stay in team hotels are not allowed to participate in a tournament and may be suspended from a future tournament. Violation of the ECP hotel policy is a serious

infraction that ultimately adds to team costs for everyone and puts team and club members at risk of expulsion from current or future tournaments.

Parent Behavior

- Violations of our parent behavior and conflict resolution policies will not be tolerated. Parents who approach a coach during a tournament or who write emails complaining about playing time should be reported to ECP leadership immediately. Under no circumstances should a coach discuss playing time issues with parents at a tournament. Please make sure you enforce this policy with parents. Also encourage your parents to adhere to the 24 hour rule before contacting you with any concerns.

Coach & Club Communication

Communication is a core value of ECP and an important way for you to establish team culture. ECP sends emails to coaches once a week at minimum. We also provide regular club information updates on the website and social media pages. We ask that coaches communicate regularly with their teams as well. Here's a list of communication priorities.

- **Weekly Emails:** ECP coaches are asked to send a **WEEKLY** email, even during weeks when you don't have a tournament. Please include both players and parents on these emails. During tournament weeks, a coach should send an email about tournament schedule, location and arrival time no later than the Wednesday before the event. If a schedule is not available on time, please let parents know.
- **Emails about specific players:** Our coaches should only send general emails about team activities. Please do not communicate in writing (email or text) about specific players or parent conflicts. Refer parents to the conflict resolution policy or seek guidance from us if you have a concerning issue involving a specific player or parent.
- **Text & Digital Communication:** Coaches should never send individual text messages to players under any circumstances. Coaches should use Player First to communicate with players and parents. Group texts are permitted but only if all exchanges include all players and parents. Note that most players do not drive and parents need to be looped into your communications with players. Please always be mindful of the tone and appropriateness of your text exchanges with players and parents.
- **Social Media:** We communicate club-wide news like new programs, updates and accomplishments, as well as last minute changes like weather closings via social media. Make sure you and your players and parents follow us on all social media including Facebook, Twitter & Instagram.
- **Inclement Weather:** In most cases practices will be held if the practice facility is open. Please check emails and social media for inclement weather updates and inform your division leader as soon as possible if you can't get to practice due to weather issues.

Part III: Our Commitment to Our Coaches

We know that all of you have made a strong commitment to ECP and your players from pre-season to post-season. Now we want to outline our commitment to you and answer common questions you have about compensation, travel tournaments and hotels.

Contracts & Compensation

Every coach will receive a personal coach contract from ECP that will outline coach salary information and basic expectations. Contracts are sent via email from SignNow. Your contract should be returned no later than Dec. 1st to ensure you paid on time.

- **Coach Pay:** Coaches are paid a standard base rate depending on the type of team they coach (National, Premier or Travel), the number of practice and tournament days and whether they are a head coach or assistant coach. The details of this compensation will be outlined in your coach contract. Pay is issued by the 15th of every month, for 6 months, December 15th through May 15th. May 15th pay is issued contingent upon returning all balls and bags to your division. National team coaches attending post-season tournaments will receive one final pay July 15th..
- **Tax Status:** ECP Coaches are independent contractors and will receive a 1099 form in January as required by law. 1099s are only issued if you were paid more than \$600 in a calendar year.
- **Coach Expense Credit:** We know that coaches incur various expenses in the course of the season including gas, tolls, extra meals, and parking at venues, hotels and airports. This payment, which ranges from \$100 to \$600 depending on the team's travel schedule. We encourage coaches to maximize the expense credit by carpooling with other coaches or parents to save money. This is paid each month along with your coach pay. All coaches except those coaching developmental teams receive an Expense Credit.

Travel, Hotel, Flights & Expense Policies for Coaches

ECP has a travel and hotel coordinator, Tina Judkins, to manage those coach travel needs. Our flight coordinator is Lauren Schaefer and she will book any flights for travel tournaments for you.

General Coach Travel Policies:

- Important coaching information & travel information is shared from Lauren Schaeffer.
- Airfare options will be sent out via email from Lauren Schaefer. If you do not select your flights within 48 hours of receiving her email your flight will be booked for you based on the criteria you submitted in your ECP Coach Registration.
- Should you have to change the flight booked for you, you will be responsible for any change fees.
- ECP only pays for 2 Coaches to travel with a team.
- We book hotels as close to the venue as possible, however determining the location of hotels includes many factors, often times out of our control. Please know that we are

trying to make your travel experience as smooth and pleasant as possible. If you truly have a bad experience at a hotel booked by ECP please let Tina Judkins know so that she can make note and contact the hotel.

- At the majority of travel tournaments coaches will be staying at the same hotel as your team, if you would prefer to stay elsewhere please contact Tina Judkins immediately.
- For more detailed information about the plan for your team's travel events please contact your Division Leader and/or refer to the coach portal page.

General Hotel Policies:

ECP manages all hotel reservations for away tournaments that require hotel stays. Tina Judkins will email your hotel information no later than the Wednesday before a tournament. Hotel rooms are pre-paid by ECP although a credit card however you will be required at check in for incidentals.

- If you request your own room you must make those requests to Tina Judkins by December 15th. You will be required to pay ½ the room rate plus taxes and that will be deducted from your coach pay.
- If you would like to bring a significant other to a tournament you must make that request to Tina Judkins by December 15th. You will be required to pay ½ the room rate plus taxes and that will be deducted from your coach pay.
- If you fail to show up to check in to your hotel, you will be held financially responsible for the room cost and it will be deducted from your coach pay.
- If you are 'odd man/woman out', meaning you have your own room due to the way the numbers work out, you cannot bring a guest without clearing it with Tina. Often times adjustments are made to the rooming lists and you may need to share a room after all.
- In most cases ECP does not provide hotel stays for in-state tournaments. Exceptions to this rule will be listed on the ECP Coach Portal. Please refer to the Coach Portal for that detailed information for your planning.
- Head Coach Traveling with a player has their full room cost paid by ECP.
- Assistant Coach Traveling with a player will be required to pay ½ the room rate plus taxes and that will be deducted from your coach pay.
- A \$35/day Meal Stipend is issued to coaches for tournaments that are over 3 hours away and require a hotel stay. This is paid the Friday before the tournament by direct deposit.
- Parent coaches do receive a monthly Travel Expense Credit but do not receive a daily Meal Stipend when traveling.
- If for any reason your credit card is charged for your room, contact Tina Judkins immediately! Please do not call the hotel directly, Tina will ensure you get your card refund as soon as possible.

General Airfare/Flight Policies:

- Flight options will be communicated via email from Lauren Schaefer.
 - Flight options will be emailed on Mondays and booked on Tuesdays.

- You must respond to those emails within 48 hours or those flights may no longer be available.
- If you miss the response time window and the flight cost has increased, we reserve the right to charge you the difference in cost because of your error.
- You may book your own flight if the cost is \$350 or less and within the allotted days for hotels.
 - You will be reimbursed by submitting a receipt via the reimbursement form
 - You must also send a copy of your itinerary to Lauren Schaefer and Tina Judkins.
- If a flight is booked by ECP for a spouse or child traveling with you their flight cost will be deducted from your coach pay or you will have to provide ECP with a check
- You must let Lauren, the Flight Coordinator, know if you chose to drive to a tournament vs. flying. For specifics on those options see the coach portal page.
- We do not pay for seat selections
- We do not pay for checked bags
- We do not pay for checked ball bags.
 - Balls should be sent with a family that is driving or deflated and sent with players in their bags
- We do not pay for voluntary flight adjustments.

General Uber, Lyft & Rental Cars Policies:

- When you arrive at a travel tournament ECP pays for your travel to and from the airport & venue.
- Coaches should ride-share/carpool whenever possible.
- Rental cars must be approved in advance.
- Expenses for approved Ubers, Lyfts or Rental Cars will be reimbursed.

General Reimbursement Policies:

If you are not sure about reimbursement of an expense please contact us for confirmation before you incur the expense. Please do not incur an expense in the ‘hopes’ of it being reimbursed. Below explains what ECP will reimburse coaches beyond their Travel Expense Credit.

We do reimburse: (receipts must be submitted for reimbursement)

- USAV Memberships
- AAU Memberships
- USAV Background Screens
- PA 153 Clearances
- Flights booked by coaches \$350 or under

- Travel expenses incurred going to and from the venue & airport while at travel tournaments that require a flight

We do not reimburse:

- Checked ball bags
- Parking at your local airport
- Parking at venues
- Parking at hotels
- Rides to/from your local airport
- Third Coach Travel Expenses
- Gas
- Tolls
- Mileage

Coach Development Resources

ECP has a number of resources to support coaches of all experience levels. If one of your questions isn't answered here, note that we have a number of technical and rules experts on staff who can help.

- ❑ **Coach Development Clinics:** ECP will offer a coach development clinic at the beginning of the club season. We will discuss the ECP Training Manual, Age Appropriate terminology, coaching philosophy, shared practices, and skills and drills.
- ❑ **New Coach Mentoring Sessions:** We will be offering mentoring sessions for our new or younger coaches prior to the start of the season. We will also do a mid season check in. These sessions cover everything from practice plans to how to manage parent or player issues. This is very important training for those new to coaching and is a combination of Zoom call and in person. Dates and times will be shared in the fall.
- ❑ **ECP Website & Coach Portal:** Your primary sources for information will be the coach portal and the ECP website. The ECP website will include your team schedule and general information about club activities, coaches and the leadership team. The Coach Portal will be your most-used resource this year, and will be the place you find team rosters, important forms, coaching support and a complete listing of club contacts, including fellow coaches.
- ❑ **ECP Coaches Facebook Page:** We have an ECP Coaches-only Facebook page. This is a forum for coaches only to post volleyball news, questions or supportive content that only our ECP coaches and staff can see. Contact Roberta McGuiney to be added.
- ❑ **Weekly Emails:** You will receive regular weekly emails from ECP leadership with information about the club, your division, suggested practice plans and drills as well as travel information. Most of these emails will be sent on Tuesdays, however since email

remains our primary form of communication with our coaches please check your email regularly!

ECP Assistance: Contacts:

ECP has a full team to support you as you coach your way through the season. Below is the contact information for those team members you would be most likely to contact and how they can help you! If you are unsure of who to contact, check with your Division Leader first!

Roberta McGuiney, ECP Director

- Coach Training Manual & Age Appropriate Skills
 - Tournament schedules & information
 - Conflict Resolution
- roberta@ecpowervolleyball.com

Kathy Arnow, Volleyball Business Manager

- Coach Registration & Clearances
 - Coach Pay & Reimbursements
- kathy@ecpowervolleyball.com

Tina Judkins, Hotel & Roster Coordinator

- Player Registration
 - Hotel Accommodations
 - Roster Formation & Updates
- tina@ecpowervolleyball.com

Lauren Schaefer, Flight Coordinator

- All Flight information
- lauren@ecpowervolleyball.com

**Thank you for being part of the East Coast
Power coaching family and all you do to
enhance the ECP experience for all our players!**