



Columbia Valley Minor Baseball

CV Minor Volunteer Roles

Purpose: To provide clarity on the responsibilities of volunteers supporting our CV Minor Ball youth baseball teams. Roles include Team Manager, Head Coach, and Assistant Coach. All volunteers are expected to create a positive, safe, and respectful environment in alignment with BCMBA, Baseball BC, and Baseball Canada guidelines. All on-field volunteers require at minimum a Vulnerable Sector Criminal Record Check.

Team Manager (Administration & Communication)

- Organize and communicate practice and game schedules, including rainouts or changes;
- Manage team communication tools (TeamSnap);
- Coordinate parent volunteers for duties (scorekeeping, field prep, snacks);
- Track game details (score keeping and pitch counts);
- Ensure completion and submission of all league paperwork as required;
- Focus: Off-field organization; not responsible for coaching instruction or game strategy.

Head Coach (Team Leadership & Player Development)

- Plan, organize, and lead practices;
- Determine lineups, rotations, playing time, and in-game strategy appropriate to age/division;
- Ensure fair play, positive experiences, and a safe environment for all players;
- Model sportsmanship, respect, and adherence to the Baseball BC/Canada Code of Conduct;
- Communicate team goals and expectations with parents;
- Required: NCCP certification appropriate to the age division.
- Focus: On-field instruction, leadership, and overall team development.

Assistant Coach (Support & Execution)

- Assist the Head Coach with practices, drills, and player instruction.
- Support game duties (e.g., base coaching, defensive positioning).
- Help maintain a safe, positive environment on and off the field.
- Follow Head Coach direction; do not override decisions.
- Required: Meet association's volunteer screening and coaching requirements.
- Focus: Supporting player development and team operations.