

## **DUNBARTON RECREATION SPORTS PROGRAMS POLICIES AND PROCEDURES**

### **MISSION STATEMENT**

The Dunbarton Recreation Commission sponsors the youth sports programs in Dunbarton to provide an opportunity for children to have fun, learn new skills, and develop character and self-esteem. Our focus is on sportsmanship, teamwork, respect and self-discipline, winning is a small part of the process.

The Recreation Commission has adopted the following policies and procedures.

### **PROGRAM COORDINATORS**

For each sport, the Recreation Commission may select through an application process (Attachment 1) no more than three Program Coordinators to assist in the coordination and the implementation of that program.

Each of these individuals will serve a three year term as Program Coordinator unless they resign, or are terminated by the Recreation Commission.

The Recreation Commission Treasurer is responsible for the sports program funds and for working with the Concession Coordinator to ensure accurate accountability of funds throughout the programs.

### **PROGRAM COORDINATORS RESPONSIBILITIES**

1. Actively promote the Dunbarton Recreation Commission philosophy of the mission statement.
2. Performs various tasks in conjunction with the Recreation Commission in implementing the program.
3. Report any problems or complaints to the Recreation Commission.
4. Report all injuries to the Recreation Commission.
5. Return all keys and paperwork upon resignation or termination.

### **COST**

The Recreation Commission and the Program Coordinators will determine the cost for each program. The cost will be based on the expected expenses of the program. Every effort will be made to keep the cost affordable. **No one will be excluded because of an inability to pay.**

### **THE REGISTRATION PROCESS**

Each sport will have a minimum two-week registration period, followed by one week in which late registrations will be accepted – at an additional cost of \$20. There will be no late registrations after that.

The two-week registration period for each sport will be at approximately the same time each year.

During the two-week registration period th

