



**BISMARCK PARKS AND RECREATION DISTRICT**  
 Est. 1927

**Summer Babe Ruth, Ages 13-15 Baseball**

- Please fill out Bismarck Parks and Recreation District job application and attach lower portion of this page to the job application.
- The Babe Ruth League, Ages 13-15 Baseball Program will take place at **Haaland Field** (South 12th St), **Tatley North/South Park**, (Airport Road and Michigan Avenue), **Bismarck Municipal Ballpark** (303 West Front Avenue ), or **Legacy High School** (3400 E Calgary Ave).
- The Babe Ruth 13-15 baseball program dates are from **May 5 to early-August** (depending upon Major League advancement). Minor League Tournament ends July 14th.
- The Minor League program will run on Mondays - Thursdays. Major League program will run Monday – Friday and some weekend days.
- The Major and Minor League tryouts will be from May 5 through May 12; weeknights from 5pm to 9:00pm and Sundays vary from 1:00 pm to 7:00pm at Tatley Park.
- The Minor League schedule is May 18- 20; beginning May 25 will be on Tuesdays and Thursdays. The league teams will be rotating practice times from 4:30 – 5:30pm, 6:00 – 7:30pm, or 7:30 – 8:30pm at Tatley Park or Haaland Field.
- The Minor League games are scheduled on Mondays, and Wednesdays, on a rotating basis beginning May 24 (game times - TBA).
- The Major League (travel baseball) practices will be in the mornings and early afternoons. Practice times/days and game schedule will be provided at the end of tryouts.

The program’s objective is to teach players the fundamentals, skills, and sportsmanship of the game. Participants learn through drills, scrimmages, and games. **Our emphasis is on equal play time, and, most of all, FUN!**

(Return lower portion along with your application to Ethan at BPRD)

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**Babe Ruth, Ages 13-15 Baseball Coach/Umpire Position**

NAME \_\_\_\_\_ PHONE \_\_\_\_\_

EMAIL \_\_\_\_\_

**Preference for League and All Stars Coaching: Age Level (Circle Preferences):**

Minor League      |      Major League (Travel Baseball)

**ARE YOU INTERESTED IN SERVING AS AN UMPIRE?**

YES                      OR                      NO

## **Job Description**

### Job Information:

**Title:** Babe Ruth Baseball Coach

**Classification:** Part-Time Seasonal

**Supervisor(s):** Works under the general and detailed supervision of the Babe Ruth Coordinator and Recreation Specialist

### Job Summary

The person in this position will be assigned to coach on one or two of the Babe Ruth Baseball teams in the Bismarck Parks and Recreation District's (BPRD's) program. The philosophy, policies, procedures, and rules of the program must be followed at all times.

### Examples of Duties and Responsibilities

1. Coaches must be at the assigned location at least 30 minutes prior to the start of a practice and one hour prior to the start of a game. Coaches are responsible to put a practice plan/schedule together on a weekly basis. This plan/schedule should be approved by the Program Coordinator.
2. Coaches will report to the Program Coordinator upon arrival at the location to check for any changes or concerns. Coaches will also check in with the Program Coordinator before leaving the complex.
3. Coaches are provided with BPRD staff shirts that must be worn while on duty.
4. Coaches are responsible to be present at the draft meeting for putting teams together. Coaches will work to make teams as equal and balanced as possible.
5. Team rosters will be provided by the Program Coordinator. The rosters must be completed and turned in to the Program Coordinator prior to the first game. Coaches are responsible to contact their players and parents whenever there is a change in the practice and/or game schedule. All changes or adjustments to schedules will be approved by the Coordinator.
6. Coaches must report any scheduling or roster concerns to the Program Coordinator.
7. Coaches will be issued a bag of equipment. This can be picked up at the World War Memorial Building (WWMB). The bag should be checked for proper equipment. If equipment is damaged or missing, the coach will get a replacement piece from the Program Coordinator. They must also inspect the condition and account for all pieces of equipment as well as team uniforms. At the end of the season, the coach will return the equipment to the WWMB. Coaches must be available at the end of the season to collect and turn in uniforms.
8. Coaches will be responsible to be familiar with and follow the philosophy, policy and rules of the program.
9. Coaches should check the diamond while players are warming up. Any safety concerns or problems should be brought to the Program Coordinator's attention immediately.

10. Coaches should maintain a positive relationship with players, fans, and co-workers.
11. Coaches should check the BPRD website in the event of inclement weather. Any cancellations will be posted on the BPRD website's Alert Bar. If Babe Ruth practices or games need to be cancelled, the cancellation will be done by 7:45am for the morning, noon for the afternoon, and by 5pm for the evening program. **At no time should a coach take it upon himself/herself to cancel a practice or game.**
12. Coaches will report any injuries immediately to the Program Coordinator. Coaches must fill out and sign an Injury Report when the injury occurs. This must be turned in to the Program Coordinator before the end of the practice/game.
13. Coaches are hired with the understanding that they will be available for the entire season. If a coach needs to be gone, the coach must notify the Coordinator as far in advance as possible so an adequate substitute can be found.
14. Coaches will be required to attend all scheduled meetings and workshops that relate to the season. Examples: training/orientation workshops, draft meeting, mandatory weekly coaches meeting and other meetings as necessary. Coaches will also be required to successfully complete the Babe Ruth coaching certification program.
15. Coaches are expected to communicate on a regular basis with the Program Coordinator to stay in touch regarding the status of your team and to share any coaching concerns.
16. Coaches may have other duties as assigned by the Program Coordinator and Recreation Specialist.

The above statements are intended to describe the general nature of work to be performed by the individual within this classification. They are not to be considered an exhaustive or all-inclusive listing of the position, duties, and tasks as they may change or be adjusted as situations require.

#### Qualifications

1. Must have knowledge of the fundamentals, rules, and skills of baseball.
2. Ability to effectively communicate verbally and in writing to participants, parents and co-workers.
3. Position will require extensive contact with youth and minors.
4. Need to be available from early-May to mid-August. Hours will vary.
5. Prior coaching experience in baseball preferred but not required.
6. Able to lift up to 30 pounds or heavier lifting with other employees.
7. Coaches are required to be at least 18 years of age.

Updated: January 2020