

How to start a Jr Girls Volleyball Club

This document will lead you through a few basic things you will need to know or do in order to start a new club. A club can consist of 1 team or any number of teams.

*****READ THE JR. GIRLS HANDBOOK*****

The Jr Girls Handbook can be found on the Columbia Empire Volleyball Association (CEVA) website www.columbiaempirevb.com on the FORMS page under the subheading Jr. Coaches/Club Directors. Please take note of the recruiting policy.

BUDGET

When considering starting a new club you will want to figure out what your total cost per team/player is. The number one question you are going to be asked by parents is *"How much is it going to cost?"* It is always best to over budget and expect to lose players. Below is a list of expected fees.

Membership Fees (All players, coaches, club directors, team reps, chaperones MUST be members of USAV)

Junior players \$45

Adult Coaches, Team Reps, Chaperones and Club Directors \$40

Background Screenings \$17.50 (required for all adults associated with a Jr club, good for 2 years).

Fingerprints \$70 (one time fee for all new coaches; no fee if proof of fingerprints can be provided through other documentation).

Team Fees (paid to CEVA)

Team Fee \$45 per team

Power League Entry \$500 per team.

Club Hosted tournament \$75-100 per tournament

Regional Tournament Entry \$125 or \$250 (2 day)

Other Fees

IMPACT Certification Clinic for all coaches \$25 (one time fee)

Referee and scorekeeping certifications

Other cost to think about

Facility cost for practices

Out of region tournament entry fees

Travel cost

Uniforms, balls, carts, bags

Administrative cost (i.e. use of computer, printer, postage)

Are you going to pay coaches/staff?

FACILITIES

Once you secure a training facility, you will need to submit that information to CEVA in order to ensure we get a certificate of insurance for the facility. There is no cost to do this, but we do need to obtain the certificate of insurance. In order to get the certificate of insurance, CEVA needs the facility name, physical address, phone number, email and contact person for the intended facility.

TRYOUTS

Some clubs have tryouts, some do not. Tryouts for the 12-under and 14-under age groups may be no earlier than the first Sunday in November. Tryouts for the 16-under and 18-under age groups may be no earlier than two Sundays after the completion of the OSAA volleyball tournament. If you would like your tryouts posted on the CEVA website submit the following information to the Program Director: Age division, date, time, location, fee, contact info (name, phone number and email). You may also email the date, time and location of any parent informational meetings.

MEDICAL FORMS

All players will need to fill out a medical release form. Do **NOT** send these to the CEVA office but rather make a few copies; one for the club director, one for the coach of the team and one for the chaperone of the team. If a player gets injured during a club/team activity or traveling to or from a club/team activity, the medical release form will authorize medical attention if a parent is not available. If an incident does occur, an Incident Form and Medical Claim Form must be completed and submitted to the CEVA office within 48 hours after of the injury. Both forms should be available through the club director or found on the CEVA website. Keep a copy of the report for your records.

MEMBERSHIP SEASON

The membership season is from November 1 through October 31. Registration is confirmed when the club registration is received by the CEVA office. Once a player is registered with a club, no other club (director, coach or parent) may contact that player.

CLUB DIRECTOR MEETING

If your team(s) plan to participate in the Power League it is required that you attend a Club Director Meeting. If you do not plan to participate in the Power League it is not required, but **HIGHLY** encouraged that you attend a club director meeting. There will be several meetings scheduled in late September and throughout October. All new clubs **MUST** attend the **NEW** Club Director Meeting which is usually scheduled the for last Sunday in September. The **NEW** Club Director Meeting will discuss in detail the Jr. Girls Handbook, how to start a club and the registration process. This meeting is a great opportunity for Q&A with other new clubs. The general Club Director Meetings are just a quick review and are intended for returning Club Directors. The Club Director Meeting Schedule can be found on the CEVA website in early September.

CLUB/TEAM NAME

When selecting a club name be sure to keep it short and simple. Often club names will be abbreviated (example: Portland Volleyball Club is commonly known as PVC). Please do not pick a Club name that is close to an existing club name. If you are not sure about your desired club name you are welcome to contact the office. Our Office registers and recognizes a team name 1st by the club name 2nd by the age division 3rd by the rank within the age division and 4th by the name you choose. When picking names for each of your individual teams there are two rules to follow: 1) all teams over all age groups must have a different name or 2) the team name can only be the same for the same rank for each age group.

NOTE** you do not have to pick a team name, however if you do, it does not have to be a color or a weather condition.

Team Name Rule #1	Team Name Rule #2
Volleyball Club 12-1 Storm	Volleyball Club 12-1 Black
Volleyball Club 12-2 Thunder	Volleyball Club 12-2 Red
Volleyball Club 13-1 Cyclones	Volleyball Club 13-1 Black
Volleyball Club 13-2 Rain	Volleyball Club 13-2 Red
Volleyball Club 14-1 Snow	Volleyball Club 14-1 Black
Volleyball Club 14-2 Fog	Volleyball Club 14-2 Red
Volleyball Club 14-3 Mist	Volleyball Club 14-3 Green
Volleyball Club 14-4 Avalanche	Volleyball Club 14-4 Orange
Volleyball Club 16-1 Breeze	Volleyball Club 16-1 Black
Volleyball Club 16-2 Sunset	Volleyball Club 16-2 Red
Volleyball Club 16-3 Tsunami	Volleyball Club 16-3 Green
Volleyball Club 17-1 Earthquake	Volleyball Club 17-1 Black
Volleyball Club 18-1 Fire	Volleyball Club 18-1 Black
Volleyball Club 18-2 Hurricane	Volleyball Club 18-2 Red