

## **Dance Team Head Coach Responsibilities**

1. Serve as positive role-model for students, parents and staff.
2. Demonstrate self-control and poise at all times: especially during contests and practices or other team functions in which students and parents are present.
3. Model and promote exemplary sportsmanship and ethical conduct by respecting the rules of the game and the decisions of the officials at all times
4. Actively teach sportsmanship by including it in daily practice plans. Reinforce sportsmanship expectations by addressing all unsportsmanlike conduct (players and coaches) immediately.
5. Expect and promote a high level of commitment within the program—from athletes and coaches. Develop clear expectations and apply consistent consequences. Develop a means of recognizing and rewarding those individuals who demonstrate exemplary commitment
6. Monitor athletes' academic progress and provide appropriate interventions, i.e., athletic study halls, tutor sessions, and parental contacts
7. Instill an appreciation for and an application of, teamwork by making certain all players and coaches understand their individual roles as they pertain to team success.

## **Coaching Competence**

1. Demonstrate a comprehensive knowledge of all pertinent rules and regulations; NFHS sport specific rulebook and points of emphasis (provided annually), OSAA regulations and conference SOP language, all school and district athletic policies.
2. Recruit, select, develop, and utilize staff effectively. Develop clear expectations for assistant coaches, managers, and parent volunteers.
3. Determine the basic systems, strategies and terminology that will be used throughout the program. Identify fundamental skills and concepts, and develop a means of teaching them at all levels.
4. Provide training to ensure that all assistant coaches have the knowledge and confidence to teach skills safely and effectively. Emphasize proper technique as a means of building skills and minimizing injuries
5. Develop strategies for the recruitment and retention of student-athletes at all levels.
6. Develop off-season expectations for academic achievement, citizenship, and physical conditioning; while promoting involvement in other programs.
7. Create daily practice plans that target specific areas for improvement and emphasis based on thorough planning. Utilize innovative drills that simulate contest situations, and stress physical conditioning throughout the season.
8. Schedule practice sessions with due consideration to the coaching staff, welfare of participants, and school district guidelines. Retaining practice schedules for review and reflection.

9. Utilize motivational techniques that promote enthusiasm and inspire team and individual confidence.

## **Relationships**

1. Respect the worth and dignity of all students—regardless of whether they are athletes—and strive to cultivate positive relationship
2. Develop clear expectations and administer team and individual discipline consistently and purposefully.
3. Provide opportunities for students and coaches that promote camaraderie and maintain team morale
4. Create an environment in which students regularly approach the coach for support and guidance in an appropriate and professional manner
5. Demonstrate a commitment to promoting parental support and involvement through effective communication; providing a pre-season meeting, team handbook, season or year-long calendar, and a post-season awards banquet.
6. Resolve issues through face-to-face meeting with parents, students and the Athletics Director if appropriate.
7. Create opportunities for parents to volunteer, and recognize individual contributions.
8. Maintain a positive relationship with the media by providing information in a timely manner, and demonstrating a willingness to promote the program.
9. Develop opportunities for community support, involvement, and recognition; including alumni, faculty, and community service organizations.

10. Maintain a positive working relationship with the officials association and other support organizations
11. Communicate effectively with teachers, counselors and administrators in order to help them support the academic progress of all students.
12. Collaborate with fellow coaches when scheduling practices, facilities, fundraising, and promoting multi-sport participation
13. Support the directives of the district and school administrations.

### **Professional Responsibility**

1. Develop a system to ensure that all students have completed athletic clearance and keep a record of current documentation
2. Maintain accurate records of attendance at all team functions (athletes and coaches)
3. Provide all information in a timely manner, including, but not limited to:  
participant lists, team rosters or line-ups, event entries, award winners, team and individual records, eligibility documents, coaches' evaluations, budget requests, inventory lists, practice schedules, camp information and all-star nominations and ballots
4. Track and support academic progress of every student-athlete in the program
5. Maintain all certifications and monitor the eligibility of all assistant coaches and volunteers—including providing certifications to the athletics director

6. Demonstrate responsible fiscal management by maintaining accurate records of ASB account activity and following established protocols for purchasing and the handling of funds.
7. Develop a long-range budget plan based on current inventory and programs goals.
8. Ensure that equipment and uniforms are inventoried and stored appropriately
9. Demonstrate consistent and appropriate supervision by making certain that students are never unsupervised, and facilities are left clean and secure.
10. Regularly inspect facilities, equipment and grounds to ensure student safety, and maintain access to adequate first aid materials at all times.
11. Keep emergency and transportation information immediately accessible for all athletes, and complete incident reports for all injuries.
12. Demonstrate consistent attendance at meetings, school, conference and state level, and seek opportunities for input in the decision-making process.
13. Demonstrate a willingness to share wisdom and serve as a mentor while working to support the school and athletics department missions.