

HIRING AND EVALUATION OF COACHES AND ADVISORS

1.0 The most essential factor in an educationally sound athletic and co-curricular program is a well-qualified coach/advisor. The coach/advisor is an important link between the athletic/co-curricular activity and the instructional program and the principles of Maine's system of Learning Results, between the athletic/co-curricular activity and character development, and between the athletic/co-curricular activity in school and long-term health and fitness. It is the intent of the Board that the School Department provide quality coaching/advising in its athletic and co-curricular activities.

2.0 THE BOARD'S VIEW OF A WELL-QUALIFIED COACH AND ADVISOR

2.1 Coaching/advising is a special kind of teaching. A coach/advisor not only teaches, refines and reinforces skills, but is also a role model for the students he/she coaches/advises. Beyond knowledge of the rules and fundamentals of his/her sport or co-curricular activity, a well-qualified coach/advisor will have organizational, communication, motivational and, especially, teaching skills. A well-qualified coach/advisor appreciates the influence he/she has as a role model and mentor and conducts him/herself accordingly.

2.2 In addition to these fundamentals, a well-qualified coach/advisor:

- 2.2.a Understands that, first and foremost, he/she is a teacher and role model;
- 2.2.b Is sensitive to the need of maturing adolescents and assists in their physical, intellectual, social and emotional development;
- 2.2.c Recognizes that students are diverse in their characteristics and backgrounds including, age, maturity, gender, size and culture and adjusts his/her approach as appropriate;
- 2.2.d Has a realistic sense of the level at which students should be expected to perform;
- 2.2.e Promotes sportsmanship, self-discipline and respect, in all settings of the sport or activity;
- 2.2.f Communicates in a positive manner;
- 2.2.g Encourages competitive spirit that demands participating within the rules;
- 2.2.h Provides a fair opportunity for students to participate in competition, when appropriate;
- 2.2.i Recognizes differences between developmental and varsity-level activities;

- 2.2.j Encourages students to explore various athletic and co-curricular activities, both interscholastic and intramural, rather than to specialize in a single sport or activity;
- 2.2.k Recognizes the need for balance in the lives of students, including academic, family and social needs;
- 2.2.l Adheres to the same standards of conduct with respect to students as classroom teachers are expected to follow; and
- 2.2.m Promotes, supports, and follows the law and school policy at all times.

3.0 JOB DESCRIPTIONS FOR COACHES AND ADVISORS

- 3.1 The Superintendent or designee is responsible for developing job descriptions for coaches, advisors and others on the athletic staff (e.g., assistant coaches, trainers) that are consistent with the Board's view of coaching or advising. Job descriptions will be reviewed by the Personnel Committee and forwarded to the Board for approval.

4.0 HIRING AND ASSIGNMENT OF COACHES AND ADVISORS

- 4.1 It is the intent of the School Department to hire well-qualified coaches/ advisors for all of its athletic and co-curricular programs. Because of the relationship between teaching and coaching, it will be the School Department's practice to secure coaches/ advisors, to the extent practicable, from its teaching staff.
- 4.2 All persons hired as coaches or assistant coaches must have successfully completed, or within one year from the date of hire or when the first available course is offered, successfully complete, the UMO/MCSC Maine Coaching Eligibility Course or its equivalent. Also, all such persons must have successfully completed, or within four weeks from the date of hire or when the first available course is offered, successfully complete appropriate first aid and CPR training. In addition, all persons hired as high school coaches/advisors in activities governed by the Maine Principals' Association (MPA) must meet all eligibility requirements established by the MPA.
- 4.3 All persons hired as coaches/advisors for activities governed by the MPA must agree to follow the MPA Code of Ethics, Board policies, School Department and Athletic Department administrative regulations.
- 4.4 Consistent with the Board's policies on hiring and nondiscrimination/equal opportunity/affirmative action, the Superintendent will be responsible for developing and implementing procedures for recruiting, selecting, recommending and assigning coaches/advisors. An applicant will be hired as a coach/advisor only after a reference check has been completed, and only after appropriate Maine Department of Education approval, including fingerprinting and criminal background check requirements, has been obtained.

- 4.5 Hiring of coaches/advisors shall be on an annual or seasonal basis, with no expectation of continued employment in a coaching/advising position.
- 4.6 Coaches/advisors may be disciplined or terminated in accordance with Board policies or administrative regulations.

5.0 EVALUATION OF COACHES AND ADVISORS

- 5.1 In an effort to maintain a well qualified coaching/advising staff and the integrity of the School Department's athletic and co-curricular programming, coaches/advisors will be evaluated at least once during each sports season or annually as appropriate.
- 5.2 The Athletic Director will be responsible for developing and implementing a process for evaluation of coaches. The evaluation process including criteria, form, and frequency will be approved by the Board.
- 5.3 The Principal or his/her designee will be responsible for developing and implementing a process for evaluation of advisors. The evaluation process including criteria, form, and frequency will be approved by the Board.

Cross Reference: AC - Non-discrimination/Equal Opportunity and Affirmative Action
JJJ - Philosophy of Athletics
JJIB - Sponsorship and Evaluation of Athletic Programs
JJIBB - Sportsmanship
JJIBC - Relations with Booster Groups (or alternative code KJA)

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