

## Expectations for members of the coaching staff

1. You are a role model. Lead by example. Represent Mt. Springs Swim Club (MTSP) with excellence, team spirit, good sportsmanship, and politeness. This conduct extends to all facets of a coach's, intern's or swimmer's life, including the use of social media.
  - a. Follow established pool rules (a copy will be provided)
  - b. MTSP swim team coaches, interns and swimmers are expected, always, to support the team and teammates in a positive way through their words and actions. Any kind of physical or emotional abuse is strictly prohibited.
  - c. MTSP swim team coaches, interns and swimmers are expected to use appropriate language. Use of profane or abusive language or obscene gestures will not be tolerated.
  - d. There shall be no drinking of alcohol, use of tobacco products, illegal drugs, or any substance banned by the RCSL, HSA, FINA or the IOC.
  - e. MTSP swim team coaches, interns and swimmers are expected to be respectful of each other. Fighting, rough housing, taunting, name-calling or striking someone will result in disciplinary action.
  - f. MTSP swim team coaches, interns and swimmers are expected to respect and take care with the property of others including pool property.
2. Be proactive. Communicate issues/concerns quickly, professionally and effectively.
  - a. Swim Rep
  - b. Parent
  - c. Team member
  - d. Pool Manager
3. Follow the chain of command
  - a. Assistant Coach → Head Coach → Swim Rep → Board
4. Give individualized attention to all swimmers. We are a team.
  - a. Build team spirit by
    - i. getting to know each swimmer, especially the quiet ones, so if swim or behavior corrections are needed the appropriate approach is utilized.
    - ii. encouraging each swimmer. No favoritism.
    - iii. cheering on all swimmers, in all events, at every meet. Cheer until the last swimmer in the pool. Lift their spirits!
    - iv. interacting with each team member during team building outings.
    - v. making notes on swimmers – needed improvements, progress & goals.
  - b. Take attendance every day.
  - c. Work with swimmers in the pool as needed.
  - d. Encourage extra practice times as needed.
5. Work with records & incentives coordinator (Head Coach or designee)
  - a. Track best times.
  - b. Acknowledge individual swimmers when times are improved, pool records are tied/broken, etc.
  - c. Post Stingray Record Holders in prominent place at pool.
6. Be clear with parents and swimmers about how the 'A' relay team swimmers are determined for dual meets & City Meet.
  - a. Best times
  - b. Team member has committed to swim at City Meet
  - c. Relays – rotate swimmers with similar times at dual meets (A, B, C relays)
7. Ensure all team members are improving, especially those that will be swimming at City Meet. This is the ONLY meet that determines in which league MTSP will swim in 2019.

8. Head Coach reach out to parents
  - a. Weekly e-mail message from designated coach
    - i. Send to Swim Team Rep to include in weekly email each Sunday.
9. Every day and shift, enter hours worked for that day and shift.
10. Attend meet software training & RCSL meetings (Head Coach or designee).
11. Provide meet entries by each Monday afternoon to appropriate contact.
  - Home meets: Beth Wilder
  - Away meets: Away team's swim team representative or computer operator

At Meets:

1. Help set up and establish team areas. Refer to Swim Team Rep. check list for home meets.
2. Lead our team (swimmers) in cleaning up team area(s). Leave the area in as good or better condition than it was found. (Announce that this is what WE do.)
3. Make sure swimmers have their last name, first initial if necessary, and age written on their back-right shoulder blade area.
4. Make sure swimmers have each of their events, heat and lane numbers on fore arm (if okay with parent). Enlist older team members to help.
5. Assist in getting all swimmers to the lanes for warmups.

Discipline

Failure to follow the rules and/or meet expectations may result in disciplinary measures, including:

1. Suspension from events or practices.
2. Suspension from the team.
3. Expulsion from the team.

The uses of discipline will be administered based on the severity of any offense. Any suspension or expulsion from the team may be appealed to the board of directors in writing.

By my signature, I confirm that I have read, acknowledge, understand and will live up to the expectations of Mt. Springs Swim Club as a member of the swim team coaching staff.

We're making memories. Let's make them good ones!

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Signature

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Date