

Mountain Hi Swim League
Coaches League Representative Responsibilities
3 - point addition for your team

- Attends all meetings for the season.
- Represents the coaches interests and communicates any information from these meetings to the Coaches VP for each division.
- Conducts the coaches meeting in May by:
 - Organizing the notebooks prior to the meeting so that they all have the same information. (The notebooks can be used as role call at the meeting).
 - Introducing the executive board members to the coaches.
 - Reviewing the information in the notebook with the coaches.
 - Viewing and discussing the Stroke and Turn video with all the coaches.
 - Dividing the coaches into divisions. At this time, each division will choose a Coaches VP who will take care of the contact information for all the coaches in that division.
- Create the contact information sign-up sheet for each division to use at the Coaches Meeting. If you choose, create a questionnaire for each coach to fill out to use as a way to discuss coaching ideas.
- Collect the contact information sign-up sheet after the Coaches VP for each division has completed it.
- Meet with all of the new Coaches VP's at the end of the Coaches meeting to discuss their job description and any other important information.
- Report any updates related to coaches at the Parent Rep meetings.
- Email, prior to the Prelim Heating meeting, coach instructions file to the all the coaches in the league.
- Prior to the All-Star Meeting, email all the coaches to bring T-shirt order forms, money, and entries to the meeting.