



Concordia Lutheran High School

Fort Wayne, Indiana

Head Boys Tennis Coach Positional Responsibilities

The Positional Responsibilities

The head coach is the person responsible for the direction of the program and the person charged with the behavior, safety and welfare, and the improvement of the team during the season. Head coaches will operate their programs within the philosophy of the Concordia Lutheran High School Athletic Department. In addition to organizing and coordinating their program, they will work closely with the athletic director when ordering equipment, evaluating assistant coaches, dealing with legal responsibilities, keeping records, recommending candidates for the coaching staff, and projecting the philosophy of the Concordia Lutheran High School Athletic Department.

The following items are to be handled by our coaches and athletes with the cooperation of the athletic department. Each head coach will be responsible for the following:

PRE-SEASON:

- CODE OF CONDUCT MEETING WITH ATHLETES AND PARENTS
- ELIGIBILITY LISTS
- INFORMATION CARDS (EMERGENCY)
- ELEMENTARY SCHOOL COORDINATION
- PARTICIPATION RULES
- PHYSICAL EXAMINATIONS
- ROSTERS
- PRACTICE SCHEDULE
- TRANSPORTATION SCHEDULE
- ATTEND IHSAA RULES MEETING

DURING SEASON:

- IHSAA ENTRY LISTS
- PICTURES – TEAM AND INDIVIDUAL
- REPORTING TO THE MEDIA
- INJURY REPORTS
- LOCKER ROOM SUPERVISION
- PRACTICE PLANS
- P.A. ANNOUNCEMENTS

POST SEASON:

- AWARDS
- END OF SEASON BANQUET
- SEASON SUMMARY
- INVENTORY/PURCHASING

- ELEMENTARY SCHOOL COORDINATION
- OFFICE PREP AND CLEAN-UP
- STATS AND RECORDS
- EQUIPMENT STORAGE
- EVALUATION
- KEYS