

HYAA Best Practices For Commissioners, League Presidents, Coaches

Commissioners' Best Practices:

1. Submit field/gym requests to the HYAA office BEFORE the start of your season so they can coordinate with Holmdel Rec dept and the BOE.
2. Submit the list of coaches' names to the HYAA office so they can check on Rutgers certification and background checks.
3. Create/compile coaching materials/ practice plans to help new coaches with ideas for running practices, game rules, etc.
4. Order Uniforms - consider cost, delivery time and feedback from previous years when making a decision. You do not need to use the same company year after year if there hasn't been a good track record, you are absolutely free to investigate better sourcing possibilities.
5. Keep track of your program's budget and expenses, working with the HYAA treasurer on spending, surplus, etc. Spend your surplus but leave a cushion for the next season.
6. Run an orientation for new coaches (and league presidents) to give them some of the most important info (see below).
7. Check in periodically throughout the season (especially with new coaches) to stay ahead of any issues and to provide support.
8. Conduct an end of season debrief - what worked? What could be improved for next season?

New Coach Training:

- Practice plans - what should a typical practice look like? What are some of the most useful drills/exercises?
- Equipment - what is provided and where can it be found? What do parents need to purchase for their player? What do they need to bring with them for practices and/or games?
- Sport Safety - Safety information (varies based on sport/location) - access to ice packs, AED devices, best safety practices around protective equipment, etc.
- TeamSnap - how to create teams, how to use it to communicate with parents and how to enter information about practices and games
- Sport-Specific Information - field maintenance, league rules, umpires, refs, etc.
- Contact Info for Laurie/Jayne (admin@hyaa.org) and how to communicate with them if/when issues arise

Additional Responsibilities :

- Rec philosophy - grow their love for the sport - equal playing time, evenly-matched teams (using a coach's draft or fair system of spreading out travel players whenever possible)
- Coaching - Pair up more/less experienced coaches to also grow the adult coaching capacity within the sport
- Fundraising - Make a fundraising plan/budget at the start of the season (in consultation with HYAA treasurer) - what are our big goals for the season and how will we accomplish them?

End of Season debrief - Opportunity for feedback from commissioners, league presidents, coaches (maybe parents)