

Preparing, Planning and Organizing for a Championship Season

Get Excited, Get Ideas, Get Ready for a New Year!

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Start by painting a clear, positive and exciting vision for your team and for the year ahead. Talk about where you have been, where you are, and where you are going.

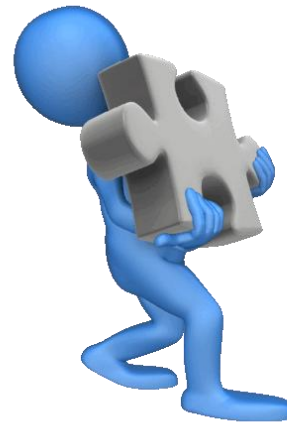
Share your plan for a brighter and better future and convince them that it will be a fun and exciting place to go.

Talk about the actions they must take to get there. Get them thinking like a CHAMPION right away and that everything they think, say and do is geared toward creating a Championship season.

The magic each year starts with YOU!

PUTTING THE PIECES IN PLACE

1. Self: You are the bedrock of the program
2. Staff and Support Staff: They are the cornerstones
3. Core Leaders: They are the key
4. Team: Keep organized and motivated
5. Program: Those beyond your immediate circle



THE BEDROCK: Self

1. Personal Mission Statement: Values, Roles, Mission
2. Self-Renewal: Daily, Monthly, Yearly Activities for Disengagement
3. Coaching Staff Mission Statement: What do you want to Be, Accomplish and Contribute
4. Plan Weekly, Act Daily: Key relationships & responsibilities, Six step process, Act

THE SIX STEP PROCESS OF WEEKLY PLANNING

1. Connect to Mission: Review & Visualize
2. Review Roles: 5-7 Key Relationships
3. Identify Goals: 1-3 in each Role
4. Organize Weekly: The normal view
5. Exercise Integrity: In the moment of choice
6. Evaluate: The final step in a learning and living cycle



ACT DAILY: Where your mission meets the moment [Pre-work]

1. Review yesterday's list.
2. Review today's appointments and tasks.
3. Value each task: (a) must be done (b) should be done (c) could be done
4. Order each task



THE CORNERSTONE: Staff

1. Staff Hiring and Retaining
2. Staff Guidelines
3. Staff Mission Statement: Combine individual coaching mission statements
4. Job Responsibilities: Clearly define in writing and train
5. The Assistant Coaches Role:
6. Master Task List: Delegate on strengths and weaknesses
7. Effective Delegation: The Six Step Process
8. Staff Meetings: Allow for brainstorming
9. Developing the Leaders Around You: Model, Mentor, Motivate and Multiply

THE SIX STEPS OF EFFECTIVE DELEGATION [Webinar]

1. Prepare beforehand: What do you want the end result to look like?
2. Clearly define the task to be completed: Ask for it to be repeated back to you
3. Clearly define the time frame: When does the task need to be completed?
4. Define the level of authority:
5. Research and Recommend
6. Inform and Initiate
7. Act
8. Identify checkpoints when you will meet: Closer together at the beginning
9. Hold a debriefing session: Identify improvement areas and successes

THE OTHER CORNERSTONE: Support Staff [Webinar]

1. Sport Administrator: Goals and needs
2. Athletic Trainer: Policies and procedures
3. Strength and Conditioning Coach: Schedule and plan
4. Sports Nutritionist: Individual and team meetings
5. Student and Graduate Assistants: Roles and responsibilities
6. Academic Advisor: Reports and updates
7. Equipment Manager: Procedures and expectations

THE KEY: Leaders

1. **Self-Leadership: Taking empowered responsibility**
2. **Expanded Leadership: Modeling and mentoring**
3. **Collective Leadership: Leadership loop**
4. **Super Leadership: Release the talent and energy of the team**

THE LEADERSHIP LOOP: Creating a Culture of Leadership

1. **Care: show an interest**
2. **Learn: get to know**
3. **Appreciate: show respect**
4. **Contribute: add value**
5. **Verbalize: words of affirmation**
6. **Lead: influence**
7. **Succeed: win**



THE CORE: Team

1. **Mission Statement**
2. **Smarter Goals**
3. **Core Values**
4. **Standards of Behaviors**
5. **Keystone Habits**
6. **Skills & Strategies**
7. **Mental Training**
8. **Team Building**
9. **The Trinity of Health**

AN ANNUAL PLAN: An Example

1. **Summer: Relax, renew, rejuvenate, improve skills and conditioning**
2. **Fall: Weeks 1-8: Create a climate for success**
3. **Fall: Weeks 9-16: Strong body, united team, new skill development**
4. **Christmas Break: Relax, renew, rejuvenate, improve skills and conditioning**
5. **Spring: Pre-conference: Weeks 1-8: Mental toughness, demand excellence**
6. **Spring: Conference: Weeks 9-16: Competitive excellence**
7. **Post-Season: Celebrate!**

THE REST:

1. **Recruits: Be organized, persistent, and honest**
2. **Parents: Host a parent social and email trip itineraries**
3. **Alumni: Involve in projects, host alumni game and a Legacy Day**
4. **Community: Serve and engage**