

2014 Leadership Training Courses and Instructors

Saturday, March 15

6-10 pm

LTC 615 ATHLETIC ADMINISTRATION: ATHLETIC FIELD MANAGEMENT

This course provides athletic administrators with a practical, cost-effective and scientific approach to turf management. Upon completion, administrators will have developed skills and knowledge required to maintain, safe, resilient and attractive fields. The course will help athletic administrators develop long range, operational and assessment plans and a documentation process for outdoor playing surfaces.

Instructor: Bobby Behr, Ashley Ridge High School

6-10 pm

LTC 504 Athletic Administration: Legal Issues I (Risk Management)

This course has in-depth coverage of all aspects of liability for sports injuries and risk management, including the duties imposed on athletic administrators, coaches, athletic trainers, and other athletic personnel, documentation requirements for an effective risk management program, and development of a strategic plan for risk management in the context of an interscholastic athletic program.

Enrollees who will derive greatest benefit: Administrators seeking information concerning Constitutional law and the need of exposure to causes for negligence and to legal "Standards of Care".

Required for: RMSAA, CAA and CMAA Certification

Instructor: Darryl Nance, Wade Hampton (Gville) High School

Sunday, March 16

8 am-12 noon

LTC 501 ATHLETIC ADMINISTRATION: PHILOSOPHY, LEADERSHIP ORGANIZATIONS AND PROFESSIONAL DEVELOPMENT

The flagship course of Leadership Training serves as an overview for interscholastic athletic administration. This course introduces the philosophy of educational athletics then focuses on the roles of the NIAAA, the NFHS, the State Athletic/Activity Associations, and the State Athletic Administrator's Associations. The course also previews the NIAAA Leadership Training Institute and Certification Program. It is a prerequisite for all levels of certification and includes study materials for the CAA Certification Examination.

Enrollees who will derive greatest benefit: Athletic administrators seeking to learn more about educational athletics, national organizations, and those interested in pursuing the certification process. This course is a recommended prerequisite to all other LTI courses.

Required for: RMSAA, RAA, CAA and CMAA Certification

Instructor: Mike Barnes, Retired Easley High School

8 am-12 noon

LTC 506 ATHLETIC ADMINISTRATION: LEGAL ISSUES II (TITLE IX, SEXUAL HARASSMENT)

This course has in-depth coverage of compliance issues regarding Title IX and gender equity in an interscholastic athletic program, including the methodology for a school to perform a Title IX self-audit, and in-depth coverage of the issues and strategies related to the development of an effective policy for the prevention of sexual harassment in an interscholastic athletic program.

Enrollees who will derive greatest benefit: Administrators seeking strategies for minimizing legal challenges in each topic area.

Required for: CAA (January 1, 2011) and CMAA Certification

Instructor: Myles Wilson, Spartanburg District 7

8 am-12 noon

LTC 613 ATHLETIC ADMINISTRATION: TECHNOLOGY II – ADVANCED COMPUTER APPLICATION SKILLS

This course is designed for those individuals who would like to use some advanced features in Word, e-mail applications, EXCEL and PowerPoint to improve the quality and presentation of materials. Additional areas covered in the overview are mail merge using Microsoft Word, and creating charts in Microsoft Excel. The course is an extension of LTC 612, and each lesson requires the student to interact with the software in the process of developing presentations and daily administrative reports. Attendees will receive a resource disk to watch training sessions as many times as they want while they practice in Excel, Outlook and PowerPoint. For maximum benefit, it is highly recommended that attendees bring a laptop computer with at least Windows 2003, including PowerPoint and Excel, to the class.

Enrollees who will derive greatest benefit: Administrators seeking advanced computer skills for advanced office operations and presentations.

Instructor: Jerry Linn, Beaufort High School

Sunday, March 16

1 – 5 pm

LTC 502 ATHLETIC ADMINISTRATION: PRINCIPLES, STRATEGIES AND METHODS

This course takes a basic approach to the fundamentals and methods of athletic administration and alerts and educates athletic administrators regarding potential problems and possible solutions in areas such as budgets, transportation, and scheduling and parent/student/coach conflicts. The course also touches upon sample athletic/activity program philosophies, department organizational charts, activity procedures/checklist, public relations, coaching applications/assessments and emergency plans. Enrollees who will derive greatest benefit: Inexperienced athletic administrators seeking to define and improve their operational procedures.

Required for: RMSAA, RAA, CAA and CMAA Certification

Instructor: Carroll Hester, Clover High School

1-5 pm

LTC 719 ATHLETIC ADMINISTRATION: LEADERSHIP, MANAGEMENT/SUPERVISION AND DECISION MAKING CONCEPTS, METHODS AND APPLICATIONS

This course examines relevant strategies and principles that can be utilized to enhance the skills of the athletic administrator in the areas of leadership, management and decision-making. Learning begins with an introduction to the differences between leadership, management and supervision, and continues with an in-depth investigation of each. Through the analysis of specific leadership and management characteristics and techniques, students will be able to apply specific skills to improve their leadership effectiveness. Concepts and techniques of decision making strategies are discussed and demonstrated through various in-class exercises. Appendices provide relevant materials, instruments and assessment procedures that support text materials and principles.

Instructor: Darryl Nance, Wade Hampton (Gville) High School

1-5 pm

Certified Athletic Administrator Exam – for requirements to take this exam, go to www.niaaa.org and click PROGRAM, then NIAAA Certification Process – must be completed 30 days before the exam

Test Administrator: Jerry Linn, Beaufort