

LC WORK SCHOLAR POSITION DESCRIPTION

Work Scholar job title: _____WSS Team Manager _____

Worksite Name: ___PLMSS Division, Program Located in Activity Center West_____

Employment Levels

Entry Level	Intermediate Level	Skilled Level
Characterized by highly structured tasks or outcomes, relatively low level or number of skills required, typically repetitive or routine tasks and requiring direct supervision of worker results	Involves less direct supervision than entry level, more work variety, and requires some independent exercise of judgment along with an increasing knowledge of the job.	Work is typically skilled, requires little direct supervision, requires independent judgment on procedures, has variety, includes training others, and the expectation of contributions toward improvement of the way work is carried out.

In what employment level does this position fall (circle one)?

Entry Level

Intermediate Level

Skilled Level

Describe the duties of this position.

- 1. Responsible for assisting in the day-to-day management and administration of the Warrior Spirit Squad (WSS)*
- 2. Assist in developing the schedule and coordinate team's promotions, game schedule, prep classes and clinics*
- 3. Facilitate communication between the athletic department for performance schedule and needs from the athletic director*
- 4. Help plan practice sessions, following "best practice" for warm-up, dance/cheer execution, cool down and stretching*
- 5. Brainstorm expanded opportunities for WSS outreach both on campus and in the community. Coordinate any team promotional appearances*
- 6. Support Coach (whether in agreement or not), by encouraging members to follow coaches' instructions*
- 7. Set the Strongest Example: speak only positively of others and the team in general: avoid sharing "dirty laundry" outside the team; go straight to the source of any conflict or issue; promote harmony especially when frustrated*
- 8. Demonstrate mature example of team unity and work ethic to all members*

In conjunction with WSS Leadership Team:

- 1. (If within skill set) Choreograph routines/assign choreography for routines to be performed at Warrior home games and special events*
- 2. Coordinate and direct photo shoots for website/social media marketing/game giveaways – in cooperation with coach*
- 3. Assist coach with direction of performers at all home games, rehearsals and personal appearances*
- 4. Assist coach with design and assist in the production of team's uniforms*
- 5. Assist in the idea generation for the team including overall marketing/branding, music, choreography, uniforms, etc.*
- 6. Assist coach to manage team of up to 24 performers*

List the learning opportunities for this position.

1. *Potential promotion to assistant coach, if team develops as planned*
2. *Leadership Training based on the NDS Leadership Academy Fellow Program standards*
3. *International and national presentation opportunities within the IAHPEDS and NDS professional organizations. Collaborative relationships built during these events.*
4. *Personal tutoring on each of the duties described above, to ensure confidence and competence to complete each task*

What qualifications are required for this position?

1. *Must fully endorse vision of WSS: to “Promote School Spirit at LCSC and Support Athletic Teams - Rather than Self-glorification or Status”*
2. *Experience as manager or captain of a dance/cheer team, high school, collegiate or equivalent experience*
3. *Humility and willingness to learn new ideas regarding how a collegiate dance team function*
4. *Flexible schedule – ability to work nights, and weekends*
5. *Experience managing social media for informational and promotional purposes*
6. *Choreographer (highly preferred)*

What skills are required for this position?

1. *Strong work ethic, timely and proactive “helper” attitude*
2. *Open honest communicator*
3. *Creative thinker*
4. *Strong organizational skills*
5. *Excellent verbal and written communication skills*
6. *Polished interpersonal and communication skills with a positive demeanor and appearance*

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Adapted with permission from Lewis-Clark Service Corps AmeriCorps and Berea College.

Warrior Spirit Squad Active Ethical Duties & Expectations

2021'-22' Season

The Foundational Vision of Our Team:
Promote School Spirit and Support Athletics' Teams - Rather than self-glorification or status
"There is no "I" in TEAM!"

To reach our goal of becoming a long-lasting part of the LCSC Community and eventual affiliation as a formal sport, we must interact as a sport now - rather than a traditional club. Here's how...

Advisor/Coach:

1. *Act as a liaison* between WSS team and athletics (AD, trainers, media, photographers, etc.), LCSC foundation/sponsors, & LCSC administration.
2. *Follow instructions put forth by LCSC* and specifically the Athletic Director (protocol on events, attire, presentation, etc.)
3. *Act in the best interest of the entire team* (from knowledge of "best practice" as a kinesiologist & pedagogy specialist in dance and physical activity) , regarding healthy practice habits (warm-up, dance technique, stretching), appropriate music & movement, consistency of practice by members, and specific instructional strategies (use of mirror, authentic projection, and performance skills)
4. *Coaching decisions* - As this role is the only constant on the team (turnover due to graduations etc.), for our team to survive, the advisor must act as a traditional coach (with consistent input from officers and members) for consistency & continuity.
5. *Choreograph/review suggested choreography, screen music, movement, & costume.* To avoid awkward misunderstandings, all choreography, music, & costumes must be presented to coach (& AD) for screening prior to teaching to members.
6. *Provide information from game script* and assist in preparation based on this information. Songs used, WSS responsibilities within game, etc.
7. All duties of those listed below (officers & members) are also included in this list.

Officers:

1. *Demonstrate mature example* of team unity and work ethic to all members
2. Plan practice sessions, following "best practice" for warm-up, dance/cheer execution, cool down and stretching. Teach new combo's etc.
3. *Support Coach (whether in agreement or not)*, by encouraging members to follow coaches instructions. There is always a reason behind any decision, whether you understand/agree with it or not. This is critical, for our team to survive and THRIVE...
4. *Set the Strongest Examples:* speak only positively of others and the team in general: avoid sharing "dirty laundry" outside the team; go straight to the source of any conflict or issue; promote harmony especially when frustrated
5. All duties of those listed below (members) are also included in this list.

Members:

1. *Promote team unity* - encourage everyone!
2. *Work hard* - strong work ethic - learn each combo carefully
3. ***Plan ahead***, so your schedule works with games etc.
4. *When LIFE Happens - Communicate with Coach and Officers (text or call)*, if you need to miss practice or a performance, ahead of time if possible. We need know that you are OK!
5. ***Our moods are contagious!*** Even when you are having a *bad day*, avoid making it a bad day for other team members.
6. *Irritations* - We are all different people and things will naturally irritate us. Take a deep breath and try to consider the differing perspective
7. *If there is a struggle with another member - speak to them first*. If it cannot be resolved, then talk with the coach about it, so a harmonious resolution can be reached.
8. *Speak directly to coach, if any issue can't be resolved* otherwise (especially if it involves the coach). If the coach doesn't know there is an issue, she/he cannot help or change things if appropriate.
9. ***Assume the best of all team members*** - avoid attributing motives, which may not be accurate.
10. ***Take the higher ground:*** If a member, officer, or coach is speaking poorly of or complaining about another person involved with the team - please choose not to participate AND encourage the speaker to talk with that person directly or consider another angle on the circumstance. This is the only way to keep our team strong and productive. If we allow disunity to happen - it will quickly tear the team apart...
11. ***Be humble!*** (Coach, Officers, & Members included). To succeed, we must be a group of *servant leaders*, with our main goal to support and encourage others - not ourselves...

“Humility is not thinking less of yourself - merely thinking of yourself less”. (C.S. Lewis)

Christa's promise to you....

- ✚ ***Trust and Respect is critical to making our team a success!*** I ask you to trust & respect me, as I will you. I promise to always be honest and open with you!
- ✚ *Anything spoken to me in confidence* will remain between us, unless you choose to give me permission to share it with others.
- ✚ ***My decisions will always be to bless you and the team as a whole.*** Each one of you are precious to me. The strong establishment of the Warrior Spirit Squad means a great deal to all of us and I am extremely protective of what we have begun. If we work together and trust each other - it will grow to be something truly amazing, which will be remembered (and continued) for a long time to come!

As a member, officer, or coach of the Warrior Spirit Squad, I agree to abide by the standards, roles, and duties stated above

Name: _____ Date: _____