

NJSIAA/DAANJ Athletic Directors Course

Wednesday, August 17, 2011  
8:00 AM – 4:30 PM

NJSIAA Central Office  
1161 Route 130 North  
Robbinsville, NJ

**This in-service training is specifically designed for first year Athletic Directors new to that position at a NJSIAA member school and limited experienced Athletic Directors (2 - 3 years of service at a NJSIAA member school). This one-day course will be conducted by staff from NJSIAA and DAANJ.**

AGENDA:

- |                                 |  |
|---------------------------------|--|
| 8:30 AM – 8:35 AM               | Welcome and Introductions  |
| 8:35 AM – 10:00 AM<br>difficult | DAANJ – ADs' mind set, oversight of coaches, evaluation of coaches, dealing with parents, time management, ten (10) quick thoughts for new Athletic Directors, sportsmanship, review of timely and important issues for new ADs. |
| 10:00 AM – 2:00 PM              | NIAAA Leadership Training Course 506   |
| 2:00 PM – 3:30 PM               | NJSIAA Policies, Procedures, Handbook, Technology and Q&A,<br>Sport Specific Rules and Regulations   |

**For Certification purposes** please note that LTC 501 (Athletic Admin: Philosophy, Leadership Organizations and Professional Programs), and Course 502 (Athletic Administration: Principles, Strategies and Methods) can now be taken on-line through NIAAA.org. The requirements for CAA certification are as follows:

**CERTIFIED ATHLETIC ADMINISTRATOR (CAA)**

- Bachelor's Degree, or higher, from an accredited institution
- Approval of Personal Data Form (PDF)
- Two (2) or more years of experience as an athletic administrator
- Employed by (or retired from) a school, school district or state high school athletic/activities association in such capacity that he administration of interscholastic athletics is (was) among job responsibilities
- **Completion of LTC 501, LTC 502, LTC 504 and LTC 506**
- Successful completion of the CAA examination
- Read the NIAAA Code of Ethics

**\*Time Schedule subject to change**

**NJSIAA is a New Jersey Department of Education Provider: 7 credit hours**

**Cancellations will be posted on the NJSIAA website: [www.njsiaa.org](http://www.njsiaa.org) (T) 609-259-2776 (FAX) 609-259-3047**

Name(s) \_\_\_\_\_

School \_\_\_\_\_

\_\_\_\_\_ Email \_\_\_\_\_

\_\_\_\_\_ Cell # \_\_\_\_\_

Address \_\_\_\_\_

**Registration Fee: \$125.00**

**Advanced registration by August 10, 2011 is required.**

**Please make check payable to NJSIAA and return with registration to:**

NJSIAA, PO Box 487, Robbinsville, NJ 08691

Attn: Athletic Directors Course

\_\_\_\_\_ Attending @ \$ \_\_\_\_\_ Check enclosed \$ \_\_\_\_\_

PO enclosed \$ \_\_\_\_\_

7/14/11

