

**NAPERVILLE DISTRICT 203**  
**PERFORMANCE EVALUATION INSTRUMENT FOR HEAD COACHES**

Name \_\_\_\_\_ Position \_\_\_\_\_

School: \_\_\_\_\_ Date: \_\_\_\_\_

Left Column: Performance surpasses that which is expected

Middle Column: Expected, effective performance

Right Column: Area of concern that requires attention

**I. ADMINISTRATIVE RESPONSIBILITIES**

___	___	___	Organization of staff
___	___	___	Organization of practice
___	___	___	Organization of contests
___	___	___	Communication with coaches
___	___	___	Maintenance of current team and individual records
___	___	___	Care of equipment and facilities
___	___	___	Supervision of Team
___	___	___	Maintenance of current inventory
___	___	___	Preparation of justifiable budget
___	___	___	Coordination of practice and game first aid, coverage with ath. Director
___	___	___	IHSA officials ratings
___	___	___	Evaluation of staff

**II. ADMINISTRATIVE RESPONSIBILITIES**

___	___	___	<b>Enthusiasm for:</b>
___	___	___	Working with athletes
___	___	___	Support of other sports
___	___	___	Working with academic staff
___	___	___	The sport itself
___	___	___	<b>Communications with:</b>
___	___	___	Individual Athletes
___	___	___	Team as a whole
___	___	___	Administrative Staff
___	___	___	Athletic Director
___	___	___	Assistant Athletic Director
___	___	___	Parents
___	___	___	Community
___	___	___	Trainer
___	___	___	Colleges and other non high school programs
___	___	___	<b>Discipline:</b>
___	___	___	Supports school and department
___	___	___	Establishes appropriate and realistic team standards
___	___	___	Is consistent
___	___	___	Is fair but firm with athletes

**III. COACHING PERFORMANCES**

___	___	___	Knowledge of fundamentals
___	___	___	Presentation of fundamentals
___	___	___	Effective use of appropriate conditioning methods
___	___	___	Knowledge and understanding of sport
___	___	___	Game preparation
___	___	___	Effective use of player personnel
___	___	___	Team appearance
___	___	___	Player and team attitude
___	___	___	Team performance

