

III. Expectations of Varsity Assistant

1. Attend all varsity practices.
2. May be asked to attend some reserve practices.
3. Visit junior high practices and games.
4. Schedule scouting assignments.
5. Work at Summer Basketball Camp.
6. Birthday and Christmas card project.
7. Organize junior high and elementary tip-offs.
8. Spring League activities.
9. Summer open gym.
10. Selection, organization and supervision of managers.
11. AAU and Indiana State Games; organize and coach.
12. Fund raising: organize projects (along with C-Team coach)
13. Technology programs.
14. Indy Star and IHSAA stats.
15. Season ending stats booklets.
16. Send out and complete college questionnaires.
17. Collects varsity physical slips.
18. Academic progress: distribute progress forms to athletes and 4 weeks into the 9-week period, talk to those athletes having academic problems. Talk to teachers of those with academic problems. Keep me informed.
19. Academic top ten poster. (includes varsity and reserve).
20. "Meet the Giants" information for basketball program.
21. Weight room supervision.
22. Write all basketball announcements.
23. Promote summer basketball.
24. Follow-up letters to varsity officials.
25. Video equipment.
26. Half-time games – schedule elementary games.
27. Half-time free throw contest – junior highs.
28. Various typing responsibilities.
29. Name plates for varsity lockers.
30. Elementary/Junior High visitation schedules.
31. Assign township coaches to varsity time played chart.
32. Teach managers to keep stats.

Other responsibilities may be delegated as the need arises.

Reserve Coach and C-Team Coach
