

LIFE BALANCE for the SERVANT LEADER ATHLETIC ADMINISTRATOR

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DUTIES OF THE ATHLETIC ADMINISTRATOR:

- HIRING/FIRING AND EVALUATION OF COACHES
- SCHEDULING CONTESTS
- BUDGET PREPARATION
- PUBLIC RELATIONS AND PROMOTION OF ATHLETICS
- COMPLIANCE WITH STATE RULES AND ELIGIBILITY OF ATHLETES
- FACILITY SCHEDULING, MANAGEMENT AND MAINTENANCE
- COACHES EDUCATION AND COACHES MEETINGS
- OVERSEEING MIDDLE SCHOOL ATHLETIC PROGRAMS
- ADMINISTRATIVE MEETINGS WITH PRINCIPAL AND ADMINISTRATIVE STAFF
- TRANSPORTATION SCHEDULES
- PARENT MEETINGS AND AWARDS NIGHTS
- FUNDRAISING AND BOOSTER CLUB



“The servant-leader is servant first. It begins with a natural feeling that one wants to serve ... as opposed to wanting power, influence, fame or wealth.”

– Robert K. Greenleaf

Qualities of the Servant Leader AD

- **GREAT COMMUNICATORS – WRITTEN AND ORALLY**
- **EMPATHIC LEADERS – “GIVE TILL IT HURTS”**
- **RELATIONSHIP BUILDERS**
- **ORGANIZED – ATTENTION TO DETAILS**
- **HIGHLY VISIBLE AND ACCESSIBLE**
- **DON'T TAKE THINGS PERSONALLY**
- **BE HONEST AND VULNERABLE**
- **PROMOTE THE WHOLE PROGRAM AND NOT JUST A FEW SPORTS OR THE SUCCESSFUL ONES**
- **DON'T BE AFRAID TO DELEGATE AND ASK FOR HELP WHEN IT'S NEEDED**

THE BALANCE

- Home-
- Profession-
- Self-

Putting The Pieces Together



The AD as Servant Leader

- **Serves Others**

- Coaches
- Athletes and Parents
- School and District
- Administration
- Community and Local Organizations/Charities

- **Strives to be a Successful Leader**

- Reads professional publications and books
- Attends conferences
- Attends classes and gets additional certifications
- Lifelong learner and mentor

The Focus

- **Success- What we take**
- **Significance- What we give**

Obstacles

- **Too Busy**
- **Comfort Zone**
- **Feelings of Helplessness**

Step 1- Personal Inventory/Leadership

- **What Are We Pursuing**
- **How Are we Pursuing That**
- **Priorities**

Step 2- Home Inventory/ Leadership

- **What Are the Priorities**
- **How Are you Dealing with Them**
- **Delegate**

Step 3- Professional Inventory/ Leadership

- **What Are the Goals**
- **How Are you Prioritizing Them**
- **Delegate**

LEGACY- The Dash

There'll be two dates on
your tombstone And all
your friends will read 'em
But all that's gonna
matter is that little dash
between 'em.

QUOTEHD.COM

Kevin Welch

Final Thoughts

- **Never strive to be anything but yourself**
- **Be passionate**
- **Be thankful**
- **Give in order to get**
- **What you leave behind is far more important than what you acquire**
- **Keep expectations high**
- **In order to be more we must become more**
- **Be prepared to be unpopular**
- **Commit to making a positive difference in the lives of thousands**

Finishing the Puzzle

Let us commit ourselves to avoid the pitfalls that comes from following the world's perspective of success and not pass up the opportunities to do more.

