

<LOGO HERE>

<SCHOOL NAME AND MASCOT HERE > FOOTBALL

<YOUR THEME HERE>

by Chris Fore, C.A.A.

Tasks for first 30 days as Head Football Coach

- Meet with stakeholders
 - Administration – one on one
 - Athletic Director – one on one
 - Assistant Coaches – one on one (within first week)
 - Players – each class by grade level; one on one with every player
 - Faculty and Staff – one group of four-six
 - Boosters/Alumni – one group of six-eight
- Survey all stakeholders via SurveyMonkey.com
- Evaluate and recommend changes to football website
- Launch/re-launch social media for <Mascot> Football
- Budget meeting - Analyze 2012-13 budget; Get briefed on 2013-14 budget
- Develop Spring/Summer 2014 calendar
- Evaluate game schedules for 2014 and 2015; begin work to complete schedules
- Tour and evaluate game and practice facilities; risk management issues
- Meet with Admissions/Financial Aid Departments to learn their process
- Get acquainted with league by-laws, procedures, meeting schedule, officers, etc.
- Evaluate equipment inventory; determine needs list for 2014-15 (if not done yet)

Day 30 (or so) – Coaches meeting to cast vision for the future of the <Mascot> Football, and share findings of stakeholder meetings, surveys