

TITLE: **POM PON SUPERVISOR**

QUALIFICATIONS: Valid Teaching Certification
Pom pon, dance, or cheerleading experience
Such alternatives to above qualifications as the board may find appropriate and acceptable.

REPORTS TO: High School Principal and Music Department Chairperson

SUPERVISES: Directly or indirectly every Pom pon member.

JOB GOAL: To inspire, guide, coach and direct every member of the Pom pon team, so that each or every individual student may be provided with a complete, valuable, meaningful and personally rewarding experience. Pom pon members will be taught fundamental dance routines, leadership skills, sportsmanship and showmanship.

PERFORMANCE RESPONSIBILITIES:

1. The Pom pon squad shall perform at selected home events during the basketball and football seasons.
2. Provide the control and supervision needed for all members present at scheduled practices, including the assigned times immediately before and after the performances.
3. Screen all music used in practices and performances, approving only music characterized "in good taste" and suitable for the general public.
4. Screen all choreographic movement used in practices and performances, approving only choreography deemed "in good taste" and suitable for the general public.
5. Compile an adequate summer marching pompon camp practice schedule by working with the athletic director, music department chair and high school band director.
6. Compile a practice and performance schedule for each football and basketball season by working with the administration, athletic director, music department chair, high school band director and cheerleading sponsor(s).
7. Select and distribute chosen university/college pompon camp information to each member in May, including the proper student forms. (camp to be funded by individuals or, if available and member qualifies, a scholarship)
8. Attend and participate in the chosen university/college pompon camp.

9. Manage all accounts receivable and accounts payable, channeling all monies through the Coal City Music Boosters, Inc., who will in turn, provide the necessary credit and debit information.
10. Designate two captains for each season (football and basketball).
11. Be responsible for selecting, dispersing and collecting of all uniforms and school owned equipment for each season.
12. Arrange for the proper handling, cleaning and storage of all uniforms and equipment, charging members an appropriate amount for any noticeable damage of same.
13. Conduct fundraising activities in conjunction with the music department with approval of the administration. When fund raising activities are needed, designate the appropriate number of parents to assist (no more than two parents are to handle money).
14. Determine the minimum performance standards for the squad and individuals on the squad based on attendance, attitude and conduct from previous practices and performances.
15. After checking with the athletic director, organize a practice and try-out program in the spring for all girls interested in becoming members of the squad during the next school year.
16. With the assistance of selected adult judges and Coal City School District #1 administration, choose the members for the squad based on the try-out program results.
17. Supervise the squad at appropriate homecoming activities.
18. In the event of a personal illness or emergency, be responsible for canceling practice or procuring a qualified substitute to supervise the squad.
19. In the event of any extension to a scheduled sport season (state tourney/meets) supervise the squad at such events in a performing or non-performing capacity.
20. Approach these responsibilities in an enthusiastic, energetic, dedicated, flexible and professional manner.

EVALUATION:

The performance of the Pom Pon sponsor shall be evaluated by the High School Principal with the assistance of the Music Department Chairperson.