

COACH EVALUATION FORMS

The following coach evaluation forms were developed and created by the United States Olympic Committee Coaching Division and edited by U.S. Figure Skating to serve figure skating organizations and coaches. Please note that these are merely provided as a service and a guideline. Using these forms is not a requirement of the USOC or U.S. Figure Skating. Furthermore, these forms are not to be interpreted as defining an absolute standard for coaching according to U.S. Figure Skating or the USOC. As all coaching positions are different, your organization should make changes necessary to this form to ensure that it matches the position(s) being evaluated.

While no evaluation process can truly assess all aspects of a person's job performance, to establish a more comprehensive and fair view, this evaluation makes an attempt to assess the multitude of skills and qualities needed and used by coaches. By examining the following areas, a more thorough picture can be formed:

- Knowledge of sport
- Teaching ability
- Interpersonal effectiveness
- Conduct
- Administrative effectiveness
- Performance assessment

You may find the CET of value for several uses:

- Evaluation of staff coaches on a regular basis such as annually
- Evaluation of coaches at the conclusion of an assignment such as a camp or competition
- Evaluation of mentor/apprentice coaches

Evaluating a coach's performance is a complex issue and can involve many factors from personal relationships, to talent, to financial variables of an organization. By combining several performance areas, and several points of view, a more complete and impartial picture of a coach's performance can be drawn.

We recommend that if you do choose to use this form, or something similar, you create a formal process for doing so. Make sure evaluations are done consistently and at pre-chosen times such as annually or more often following particular parts of the season – i.e. at the end of the fall and/or summer season – or before contracts are renewed. All coaches and program directors should be included in the process, although evaluations may differ slightly from one position to the next.

RINK/CLUB EVALUATION OF COACH

Coach Name: _____ **Coach Title:** _____

Evaluation Period: _____

I. Please answer the following questions using the following scale ranging from 5 to 1:

5 = always,

4 = almost always

3 = sometimes

2 = almost never

1 = never

NA = not applicable/don't know.

Please be as honest and constructive as possible.

- | | | |
|----|---|-------|
| 1 | The coach is on time for practices, competitions and other functions | _____ |
| 2 | The coach comes to practices prepared | _____ |
| 3 | The coach meets deadlines effectively | _____ |
| 4 | The coach is available to listen when I have a question/concern | _____ |
| 5 | The coach is easy to work with | _____ |
| 6 | I enjoy working with this coach | _____ |
| 7 | The coach works well with other coaches at the rink | _____ |
| 8 | The coach works well with board members and rink managers | _____ |
| 9 | The coach works well with other rink staff | _____ |
| 10 | The coach enhances the organization | _____ |
| 11 | The coach helps the rink/club meet its goals | _____ |
| 12 | The coach accepts constructive feedback | _____ |
| 13 | The coach communicates important information clearly and in a timely manner | _____ |
| 14 | The coach demonstrates concern for athlete welfare | _____ |
| 15 | The coach values athlete welfare more than winning | _____ |
| 16 | The coach demonstrates good sportsmanship in dealing with other skaters, coaches and officials | _____ |
| 17 | The coach displays self control in practice | _____ |
| 18 | The coach displays self control in competition | _____ |
| 19 | The coach is enthusiastic about coaching | _____ |
| 20 | The coach tries to remain current in skating and coaching by reading, attending seminars, giving lectures, asking questions, etc. | _____ |
| 21 | The coach abides by the rules of the rink/club | _____ |
| 22 | The coach abides by the rules of U.S. Figure Skating and the PSA | _____ |
| 23 | The coach conducts him/herself with honesty, integrity and professionalism | _____ |

II. Please feel free to explain any of your answers from above or add any additional comments on the back of this page.

III. Please sign the form below to indicate that you have answered the above questions honestly and to the best of your knowledge.

Signature: _____ **Date:** _____

Name (please print): _____

COACH SELF EVALUATION

Name: _____ Title: _____

Evaluation Period: _____

I. Please answer the following questions using the following scale ranging from 5 to 1:

5 = always,

4 = almost always

3 = sometimes

2 = almost never

1 = never

NA = not applicable/don't know.

Please be as honest and constructive as possible.

- 1 I am on time for practices, competitions and other functions _____
- 2 My practices/lessons are well organized, challenging and fun _____
- 3 I have a good rate of skater retention _____
- 4 I am knowledgeable about skating rules _____
- 5 I teach skating rules effectively _____
- 6 I am knowledgeable about skating skills and technique _____
- 7 I teach new skating skills effectively _____
- 8 I teach about nutrition and hydration _____
- 9 I teach mental training skills/sport psychology _____
- 10 I teach about off-ice training _____
- 11 I help injured athletes deal with injuries and recover quickly _____
- 12 I am knowledgeable about equipment (boots, blades, etc) _____
- 13 I demonstrate concern for athlete welfare _____
- 14 I value athlete welfare more than winning _____
- 15 I provide athletes with positive feedback _____
- 16 I provide assistant coaches with positive feedback _____
- 17 I provide athletes with criticism constructively _____
- 18 I provide assistant coaches with criticism constructively _____
- 19 I am available to listen when others have a question/concern _____
- 20 I accept constructive feedback _____
- 21 I permit others to share in leadership and decision-making _____
- 22 I convey my goals for my athletes effectively _____
- 23 I support my colleagues professionally _____
- 24 I communicate important information clearly and in a timely manner _____
- 25 I work well with other coaches at the rink _____
- 26 I work well with the parents of my athletes _____
- 27 I work well with board members and rink management _____
- 28 I work well with other rink/club staff members _____
- 29 I demonstrate good sportsmanship in dealing with other skaters, coaches and officials _____
- 30 I display self control in practice _____
- 31 I display self control in competition _____
- 32 I am enthusiastic about coaching _____
- 33 I remain current in skating and coaching by reading, attending seminars, giving lectures, asking questions, etc. _____
- 34 I abide by the rules of my rink/club _____
- 35 I abide by the rules of U.S. Figure Skating and the PSA _____
- 36 I conduct myself with honesty, integrity and professionalism _____

II. Please feel free to explain any of your answers from above or add any additional comments on the back of this page.

Signature: _____ Date: _____

Name (please print): _____