

# Duties and Responsibilities of a Coach

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## ABSTRACT

*Coaching requires expertise and a coach discharges varied duties by being an instructor, an assessor, an organizer, an advisor, planner, information source, demonstrator, friend, mental facilitator, supporter, motivator, counselor and a life navigator. This article briefly highlights the qualities of a coach while giving emphasis on his efficiency in discharging duties and responsibilities that can reward him with successes and wins.*

## QUALITY OF A COACH

### 1. Be Confident

- In order to be superior in most compartments of this job, coaches need to be confident in a wide range of skills and abilities.
- Three skills that are common to successful coaches include:
  - Communication Skills,
  - Organization Skills and
  - Sports-Specific Skills.

### 2. Good Communicator

Communication is a two-way process. If the communicator feels that the audience are not listening to him then they are less likely to pay attention when you start talking. So...

- May be able to convey ideas and instructions to their players
- May be able to communicate with players unambiguously on the training ground
- The ability to communicate does not mean speaking only ; but also the ability to listen to others
- Develop communication style, content and language appropriate to the level of

player's ability and age.

- Be cordial, respectful and indulge in no frivolous talk.
- Adopt a good body language which is a crucial element of effective communication.

### 3. Essential Skills: Good Organizational & Sports Specific Planning

Planning is necessary to make sure that all instructions and coaching are well organized. It involves arranging proper equipment, uses appropriate techniques, skills and safety factors and follows a logical progression.

- Be sure of training unit, lesson and coaching plans are well written, followed and safely kept on a file.
- Develop mechanisms to prevent and to meet any unwanted accidents and emergencies.
- Maintain a record of accidents and other pertinent documents.

### 4. Regular Update Information and

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**Knowledge**

- Keep abreast of new developments and techniques in the domains of conditioning, skills instruction, safety aspects, equipment changes, first aid, training techniques and others professional in athletics.
- Scan professional journals and relevant websites for knowledge updates and attend professional meetings to improve your skill and knowledge.

**5. Be Open-minded**

- A coach should be flexible and willing to modify his/her approach and his/her own coaching methods.
- Coach should not dismiss a new or improved concept just because they have been doing the thing in same way for ages.
- The effective coach must have the desire to learn continuously.
- He must seek both advice and feedback from those around him/her to improve his/her overall performance.

**6. Possess Fairness and Equality**

- Discrimination comes in varied forms. It is essential that a coach's approach and attitudes are fair and equitable towards all of the participants.
- The rules and discipline should be the same for each individual.
- Uniforms in training time for each player should be the rule unless special attention is required for advance training for some one or rectification of a recurring technical flaw.

**7. Have Patience**

- Every individual has his/her own pace of learning no matter what he/she puts efforts in it.
- Not all individuals will start from the same level of experience or have the same developmental speed.
- Therefore, the coach must understand that with a diverse group of learners some will require a detailed explanation while others may need several demonstrations to fully grasp the techniques.
- The coach should remain patient and positive when an individual / group fails to come to expectations.
- Be firm, focused and fair.

**8. Remain Approachable**

- Although it is appropriate for a coach to maintain some distance from the players, it is also imperative that the players don't feel that the coach is not approachable. So, when a player wishes to express concerns or fears they know that their coach is willing to listen without pride prejudice and inhibition.
- Generally people seek advice and guidance from those they feel close to. This problems will emerge some players to approach the coach with all sort of questions and queries. The coach should be able to interact with them.
- Solutions to problems will come steadily to the coach's mind.
- Strict confidentiality on issues discussed is expected to be maintained.
- In addition the coach needs to be caring, supportive, honest, respectful and has understanding, aided by sense of humor.

**9. Be Professional**

- The Coach must have professional in his all tasks.

**10. Responsible and Reliable**

- The coach must be regular, punctual and must plan the training in time.
- The coach should be present at every session and provides notes for those who are unable to attend classes.

**11. Be Positive**

- The coach should remain as positive and motivating as possible.
- He should keep the criticism constructive and not just throw insults or negative comments at the trainees.
- On an individual level, a negative approach can affect player's morale and motivation to participate in sport, leading in insecurity and unhappiness.

**12. Be Presentable**

- A coach must be presentable in every training session.
- This creates a correct impression of coach's approach to this role and conveys to the players what is expected of them.

**13. Be Knowledgeable**

- The coach's knowledge must be broad and extensive.
- He must have the ability to highlight successful performers, at the same time identify and rectify mistakes, if any.
- An effective coach will correct and improve a player's performance.

**14. Fitness Trainer**

- Besides being an excellent coaching icon, the coach must be a fitness trainer for the trainees.

**15. Motivator**

**The coach right to be a model motivation for -**

- Hard work and diligence
- Objectives to achieve
- Excellence
- Achievement
- Sustaining and enhancing performance
- Self actualization
- Developing ideal sportspersons, role models and good human beings.

**16. Be a Role Model**

Being in a position of responsibility and power will immediately place the coach in a situation where players look up to him for leadership and learn desirable behavioural traits. The younger the player the higher the aspiration for more impressionable career.

**The coach should therefore act in a way that promotes a positive and desirable conduct.**

**17. A Disciplinarian**

It pays rich dividends is the players and the coach if the later is a strict disciplinarian and gives praise and blame without any fear and favour.

**18. Be a Organizer**

- **Not just at training sessions but also at:** trips (team building, education and tours),

- games, facilities,
- meals, accommodation,
- transport
- Competitions

**More recent additions to the role of a coach are -**

- A sports scientist,
  - A nutritionist,
  - A counselor and psychologist etc.
- Coaches must realize the range of roles they have and the importance of each role.

### 19. On Field Duties

- Conducting practices and games in a safe physical environment.
- Use of safe and appropriate equipments.
- Providing information to parents and athletes of risks inherent in sports participation.

### 20. Ethical Duties

- Prevent harassment and discrimination to the staff and athletes
- Report 'suspected child abuse' to proper authorities

## REFERENCES

### Relevant Websites

## ACKNOWLEDGMENTS

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- Respect and protect the confidentiality of student personal records
- Create a healthy and safe emotional environment, free of fear, discrimination, abuse and harassment.
- Teach how to develop good citizenship and sportsmanship.
- Impart value based education character building in puts and commitment.
- Respect the spirit of a rule.
- Inform athletes to practise dope free sports
- Finally the goal is to win through FAIR PLAY

### 21. An Ideal Coach

❖ is...

- ▶ someone who develops, improves or promotes changes in a sportsperson's ability & understanding
- ▶ someone who analyses performances, instructs in relevant skills and provides encouragement for optimal performance
- ▶ someone who develops sports persons as excepting athlete and human beings, and citizens of a delegacy.