

Ventura College Spirit Club
Captain Information Sheet

Duties of the Captain(s):

Head Captain(s):

- A. To act as a leader and liaison between the club/team and the Cheerleading Coach/Club Advisor.
- B. To call out the cheers and time-out routines at events.
- C. To keep the club/team in proper formation at events.
- D. To contact club/team members when information needs to be passed on quickly.
- E. To meet once monthly with the Cheerleading Coach/Club Advisor to discuss club/team dynamics, choreography, or create ideas on how to improve the cheer program.
- F. To attend weekly meeting of the Associate Student Body.

Co-Captain(s):

- A. To assist the Head Captain(s)/President(s).
- B. To meet once monthly with the Cheerleading Coach/Club Advisor to discuss club/team dynamics, choreography, or create ideas on how to improve the cheer program.
- C. To attend weekly meeting of the Associate Student Body.

Additional Expectations:

- A Captain has no superiority or authority over other club/team members.
- A Captain shall set an example to the rest of the club/team by following all the policies and procedures detailed in the Constitution, By-Laws, and Guidelines.
- A Captain will arrive at practices, classes, and captain meetings on time.
- A Captain will act as a peacemaker and remain neutral in the event of a disagreement between club/team members.
- If a Captain fails to meet the given expectations, the Cheerleading Coach/Club Advisor may remove their title as deemed necessary.

Application Process:

- A. Type a letter to the Cheerleading Coach/Club Advisor. Include answers to the following questions:
 - a. What do you think are the most important qualities in a leader?
 - b. Why do you think you would be one of the most qualified club/team members to serve as a Captain?
 - c. Give at least two examples of "captain-like" actions that you have done on another team or club, at school or work.
 - d. What ideas do you have that you would like our club/team to try this season?
 - e. Are you able to place the Ventura College Spirit Club as your top priority? (Aside from school, but before work and other teams/clubs)
 - f. Are you comfortable being expected to assist in the choreography of half-time routines, cheers, and time-out routines? Why or why not?
 - g. How would you resolve an issue of two club/team members not getting along at a practice? At a game?
 - h. How would handle witnessing a club/team member breaking a rule?
 - i. What would you do if the Cheerleading Coach/Club Advisor did not or could not show up to a scheduled event?

Selection Process:

- A. The Cheerleading Coach will review all the letters submitted.
- B. The Cheerleading Coach will interview all of the candidates.
- C. The Cheerleading Coach will assess each candidate's behavior and leadership skills at practices/classes and at camp.

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- D. The Cheerleading Coach will make a decision of Captains and Co-Captains and announce them by the time the club/team attends cheer camp.