

A CHECKLIST FOR LITTLE LEAGUE MANAGERS

The following checklist is proposed as an aid to Little League managers so they can personally evaluate themselves with respect to those attributes regarded as important to a youth leader.

By the thoughtful use of this tool, the individual manager can get a rather clear picture of himself/herself as a coach and as a person. If the inspection indicates certain weaknesses, then concentrate upon removing them to the betterment of service to the children and the program.

You can obtain an estimate of your rating by checking in the appropriate blank to the right of the question, then totaling up your score at the end of the checklist. If your answer is "seldom or never," give yourself 1 point, "usually" 2 points and "always" 3 points.

Excellent is 130 and over, Above Average is 120 to 129, Average is 90 to 119, Below Average is 80 to 89, Unsatisfactory is 79 and below.

	Seldom or Never (1)	Usually (2)	Always (3)
Personal Attributes – The manager’s personality is an important factor in the success of Little League			
A. Appearance. Do you....			
1. Dress suitably.....	_____	_____	_____
2. Groom properly.....	_____	_____	_____
B. Disposition. Do you display....			
1. Pleasantness.....	_____	_____	_____
2. A sense of humor.....	_____	_____	_____
3. Even temper.....	_____	_____	_____
4. Courtesy.....	_____	_____	_____
5. Sympathy.....	_____	_____	_____
6. Enthusiasm.....	_____	_____	_____
C. Poise. Do you....			
1. Have self-control.....	_____	_____	_____
2. Behave in an adult manner.....	_____	_____	_____
D. Character. Are you			
1. Sincere.....	_____	_____	_____
2. Truthful.....	_____	_____	_____
3. An example of Little League ideals.....	_____	_____	_____
E. Leadership. Do you....			
1. Accept responsibility.....	_____	_____	_____
2. Have the ability to plan and organize.....	_____	_____	_____
3. Have a good understanding of the emotional and psychological characteristics of pre-adolescents (9 thru 12 years of age).....	_____	_____	_____
4. Have a good rapport with each player.....	_____	_____	_____
5. Try to understand the personal needs and Problems of players and adjust accordingly.....	_____	_____	_____
6. Have discipline suited to the age level of the Players.....	_____	_____	_____
7. Discipline fairly and impartially			
a. Temper discipline with good judgment and humor.....	_____	_____	_____

	Seldom or Never (1)	Usually (2)	Always (3)
Relations with Others – The nature of a manager’s work brings him into close contact with many people.			
A. With Parents. Do you....			
1. Seek their cooperation and understanding in trying To achieve the goals of the Little League program.....	_____	_____	_____
2. Show consideration for their opinions and feelings.....	_____	_____	_____
3. Display friendliness and courtesy.....	_____	_____	_____
B. With Colleagues. Are you....			
1. Friendly.....	_____	_____	_____
2. Cooperative.....	_____	_____	_____
3. Courteous.....	_____	_____	_____
4. Considerate.....	_____	_____	_____
C. With Game Officials. Do you....			
1. Display courtesy.....	_____	_____	_____
2. Respect their decisions and accept them gracefully.....	_____	_____	_____
3. Avoid bickering and “umpire baiting”.....	_____	_____	_____

Managerial Duties – The manager should have knowledge of the game of baseball, of its fundamentals and its strategy.

A. Coaching Procedures. Are....			
1. Practice sessions well planned, and conducted as Coaching and learning situations.			
a. Practice sessions snappy; everyone busy.....	_____	_____	_____
b. Players properly taught fundamental skills and game strategy through the use of various drills....	_____	_____	_____
c. Instructions given at the players’ level of Understanding.....	_____	_____	_____
2. Practice sessions ended before the players become Bored or disinterested.....	_____	_____	_____
3. Practice sessions spaced so they do not become a Chore for players and managers alike.....	_____	_____	_____
4. Adequate precautions taken to prevent accident or Injury.			
a. Items of protective gear are used and are in good repair.....	_____	_____	_____
b. Players kept from reaching extreme limits of physical and emotional fatigue.....	_____	_____	_____
5. Players continually encouraged.....	_____	_____	_____
B. Development of Desirable Habits in Players. Do you....			
1. Encourage promptness.....	_____	_____	_____
2. Encourage responsibility and leadership.....	_____	_____	_____
3. Encourage sportsmanship and fair play at all times			
a. Teaching good manners and courtesy.....	_____	_____	_____
b. Congratulating opponents after each game.....	_____	_____	_____
c. Accepting defeat gracefully.....	_____	_____	_____
d. Accepting victory humbly.....	_____	_____	_____

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