

## CO-CURRICULARS Formation Sheet

<b>Mission &amp; Identity:</b> <i>Shares and helps to shape the school's mission and vision with flexibility, generosity, optimism, and innovation.</i>	
Engagement	<ul style="list-style-type: none"> <li>Participates in and fosters the school's mission and values within a co-curricular activity.</li> <li>Attends, supports, and celebrates student achievement in artistic and athletic performances, as well as student achievements through publications and other clubs.</li> <li>Exhibits enthusiasm and energy, creating an enjoyable and competitive experience.</li> </ul>
Cura Personalis	<ul style="list-style-type: none"> <li>Communicates to students a sincere appreciation and interest in each student's chosen co-curricular area of involvement.</li> <li>Creates a safe atmosphere for students to provide feedback.</li> </ul>
Faith that Does Justice	<ul style="list-style-type: none"> <li>Develops an activity for the co-curricular group, club, or team to serve the greater community outside itself.</li> </ul>
Cultural Proficiency	<ul style="list-style-type: none"> <li>Demonstrates understanding of and respect for cultural diversity within the co-curricular activity and the larger school community.</li> <li>Does not tolerate bullying, sexism, racism, or any debilitating or diminishing remarks.</li> </ul>
Ignatian Tradition	<ul style="list-style-type: none"> <li>Works to understand the history of her/his co-curricular activity and translate that history to group, team, or club members.</li> </ul>
Leadership	<ul style="list-style-type: none"> <li>Fosters Ignatian values that foster leadership within the group, team, or club's members.</li> </ul>

<b>Program Design &amp; Instruction:</b> <i>Develops curriculum with appropriate outcomes and facilitates student achievement of these outcomes.</i>	
Content Knowledge	<ul style="list-style-type: none"> <li>Demonstrates knowledge of best professional practices and tools to promote success in co-curricular activity.</li> </ul>
Curriculum Development	<ul style="list-style-type: none"> <li>Designs practice or group meeting plans with clear agendas and outcomes.</li> <li>Creates program design to share tactical and/or instructional knowledge.</li> </ul>
Engagement, Management, Motivation	<ul style="list-style-type: none"> <li>Models enthusiasm and commitment while coaching, moderating, or facilitating co-curricular activities.</li> <li>Enables student emotional, social, spiritual and physical development through activities.</li> <li>Maintains and utilizes facility and equipment effectively and safely, teaching students to respect and care for these tools and maintain safety standards.</li> <li>Maintains fiscal stewardship.</li> <li>Inspires in students an intrinsic sense of motivation to succeed at the activity.</li> </ul>
Instruction	<ul style="list-style-type: none"> <li>Demonstrates skilled use of appropriate and varied techniques that motivate and enable students to achieve co-curricular outcomes.</li> <li>Emphasizes learning by doing and creates an environment where students actively participate.</li> <li>Demonstrates appropriate pacing and transitions that connect new learning to what students already know.</li> <li>Demonstrates command of appropriate technology that is relevant and necessary for achievement of program outcomes.</li> <li>Adjusts instruction to account for different student learning styles and abilities.</li> </ul>
Assessment	<ul style="list-style-type: none"> <li>Regularly reflects upon and assesses the practice plan, performance, or game.</li> <li>Uses data to track and measure student growth and the development of the program.</li> <li>Assesses cumulative achievement of the goals of the activity over several years.</li> <li>Uses student feedback to assess achievement of outcomes of the program.</li> </ul>

<b>Openness to Growth:</b> <i>Seeks out opportunities to develop both personally and professionally.</i>	
Willingness to Risk	<ul style="list-style-type: none"> <li>Shows a willingness to attempt new techniques and strategies, learning from successes and failures.</li> </ul>
Life-long Learning	<ul style="list-style-type: none"> <li>Continually seeks out opportunities to learn best practices as well as recent innovations in the co-curricular field.</li> </ul>
Reflection	<ul style="list-style-type: none"> <li>Builds in regular routine of self-reflection and group-reflection on areas of success and areas of growth.</li> </ul>
Professional Development	<ul style="list-style-type: none"> <li>Engages in professional development to enhance, develop, and extend skills.</li> </ul>

<b>Professionalism &amp; Collaboration:</b> <i>Builds community and fosters professionalism and cooperation.</i>	
Communication	<ul style="list-style-type: none"> <li>Effectively communicates expectations of program to students and parents.</li> <li>Creates safe atmosphere for students to provide feedback on the program.</li> </ul>
Collaboration	<ul style="list-style-type: none"> <li>Effectively and consistently collaborates with colleagues within the program and/or co-curricular department.</li> <li>Supports students in Campus Ministry and Academics by showing flexibility and awareness of demands of competing activities.</li> </ul>
Professional Expectations	<ul style="list-style-type: none"> <li>Follows all handbook policies and expectations.</li> <li>Reviews and suggests changes to policies as appropriate.</li> </ul>
Administrative Obligations	<ul style="list-style-type: none"> <li>Maintains a sound record-keeping system that tracks information regarding the organization and participants, allowing for clear communication to the larger public.</li> </ul>