



State CIF Administrative Leadership Training Institute

The State CIF is pleased to announce the State CIF Administrative Leadership Training Institute for its member schools. These invaluable trainings are targeted at school personnel who have administrative oversight of interscholastic athletics – including athletic directors, assistant principals and principals. This is a great opportunity to take the foundation courses that are required for RAA, CAA and CMAA certification.

**August 3-4, 2009
CIF State Office
4658 Duckhorn Drive
Sacramento, CA 95834**

[LTC 501 Athletic Administration: Philosophy, Leadership Organizations and Professional Development](#)

The flagship course of Leadership Training serves as an overview for interscholastic athletic administration. This course introduces the philosophy of educational athletics then focuses on the roles of the NIAAA, the NFHS, the State Athletic/Activity Associations, and the State Athletic Administrator's Associations. The course also previews the NIAAA Leadership Training and Certification Programs. It is a prerequisite for all levels of certification and includes study materials for the CAA Certification Examination.

Enrollees who will derive greatest benefit: Athletic administrators seeking to learn more about educational athletics, national organizations, and those interested in pursuing the certification process. This course is a recommended prerequisite to all other LTP courses.

Required for: RAA, CAA and CMAA Certification

[LTC 502 Athletic Administration: Principles, Strategies and Methods](#)

This course takes a basic approach to the fundamentals and methods of athletic administration and alerts and educates athletic administrators regarding potential problems and possible solutions in areas such as budgets, transportation, and scheduling and parent/student/coach conflicts. The course also touches upon sample athletic/activity program philosophies, department organizational charts, activity procedures/checklist, public relations, coaching applications/assessments and emergency plans.

Enrollees who will derive greatest benefit: Inexperienced athletic administrators seeking to define and improve their operational procedures.

Required for: RAA, CAA and CMAA Certification

[LTC 504 Athletic Administration: Legal Issues I \(Risk Management\)](#)

This course has in-depth coverage of all aspects of liability for sports injuries and risk management, including the duties imposed on athletic administrators, coaches, athletic trainers, and other athletic personnel, documentation requirements for an effective risk management program, and development of a strategic plan for risk management in the context of an interscholastic athletic program.

Enrollees who will derive greatest benefit: Administrators seeking information concerning Constitutional law and the need of exposure to causes for negligence and to legal "Standards of Care"

Required for: CAA and CMAA Certification

REGISTRATION FORM

	<h1 style="color: blue;">State CIF</h1> <h2 style="color: blue;">Administrative Leadership Training Institute</h2>
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Check Course	Price	Date	Location	Registration Deadline
___ 501	\$110	Monday August 3 8am – Noon	CIF State Office, Sacramento	APPLICATIONS MUST BE RECEIVED BEFORE <u>THURSDAY,</u> <u>JULY 16</u>
___ 504	\$110	Monday August 3 1pm-5pm	CIF State Office, Sacramento	
___ 502	\$110	Tuesday August 4 8am – Noon	CIF State Office, Sacramento	

*****Once the registration deadline has passed you will receive an email confirmation.*****

Name _____ School _____

School
Address _____

City: _____ Zip: _____ Phone _____

Email (Most Important): _____ Fax: _____

Select Method of Payment Below: Only Check One Option

_____ Personal/school/district check (write in check #) Make Payable to STATE CIF
 _____ District or School PO (write in # and indicate either SCHOOL or DISTRICT)

Please Fax or Mail in this form. (If you fax, mail payment **with copy of this form)**

For additional information contact Lisa Hauck at the CIF State Office
 4658 Duckhorn Drive, Sacramento, CA 95834
lhauck@cifstate.org

Phone - 510.521.4447 before June 16 or 916.239.4477 after June 22

Fax – 510.521.4449 before June 16 or 916.239.4478 after June 22

The CIF State Office will be moving to Sacramento. Please note the new address and contact information.