



Host Information

Processes, Procedures, and
Administration for Scheduling US
Lacrosse's Coach Development
Instructional Clinics



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Welcome

Dear US Lacrosse Member,

Thank you for your interest in hosting a US Lacrosse Instructional Clinic. With the help of dedicated volunteers like you, we deliver trainings at over 120 sites and train an average of 4,000 coaches annually. This document will help you differentiate between the type of coaching clinics US Lacrosse offers, the facility requirements for each, and what you need to do to host each clinic.

To find out more about what it takes to schedule and host an instructional clinic, read on! This handbook is divided into a few sections:

- Facility Requirements by Clinic Level
- General Hosting Expectations
- Basic Scheduling Process
- Financial Information

If you have questions, we are here to help. Contact a US Lacrosse staff member at any time. We look forward to working with you.

Sincerely,
US Lacrosse Coach Development Staff



General Hosting Expectations

- The individual requesting the clinic is responsible for coordinating a responsive, reliable hosting team.
 - At least one member of the hosting team must remain onsite throughout the duration of the clinic.
- It is the hosting team's responsibility to oversee the facility management onsite. This includes, but is not limited to, having a place for trainers and coaches to check in, making sure doors are unlocked and bathrooms are accessible, and placing goals on the field. The hosting team should also ensure the training site is safe and free of obstacles to coaches and trainers.
 - US Lacrosse reserves the right to either limit the number of coaches in attendance or reschedule the clinic entirely if the site is deemed unsafe by our training team.
- For full day (7 hour) clinics, US Lacrosse will order lunches and provide order details to the hosting team. It is the responsibility of the onsite host to coordinate delivery and other logistics.
- To ensure the success of your clinic, we recommend scheduling it a minimum of 8 weeks in advance. This will allow you enough time to successfully market the clinic.
- You are responsible for due diligence in choosing the date and location for your clinic. Please attempt to minimize scheduling conflicts for coaches in attendance. Consider scheduling around local community events (festivals), other lacrosse events (tournaments), professional sports and any other event that may preclude a majority of coaches from attending (for instance, playoffs for other sports).
- All clinics must be scheduled through US Lacrosse and taught by certified trainers in order for coaches to receive credit for attending.
- Host is responsible for marketing the clinic from the ground-up and following up with coaches and USL after the clinic.
- US Lacrosse has minimum attendance standards and reserves the right to cancel the clinic if these standards are not met. The bare minimum standards are as follows:
 - Level 1 DIA Clinics: 15 coaches between both games
 - Level 2 DTP Clinics: 10 coaches per game
 - Level 3 Clinics: 10 coaches per game



Facility Requirements by Clinic Level

General Facility Information

The following applies to all clinic sites for all levels:

- All sites must be available a minimum of 30 minutes before and after the clinic.
 - This will allow time for coaches to check in and for trainers to organize themselves for the day.
 - Post-clinic, it will allow clean-up time and for trainers to answer individual questions.
- All outdoor sites must have a back-up option in the event of inclement weather.



Level 1 Clinics - “Developing the Individual Athlete”

Level 1 (DIA) clinics are all on-field. A gym may be substituted where a field is not available or in the event of inclement weather.

DIA Clinic Duration

Clinics last 3 hours in duration.

DIA Specific Details

- At least one regulation-size playing space that can comfortably and safely meet participant learning needs. For reference:
 - A full-size lacrosse field can host up to 60 coaches per game
 - A full-size basketball court can host up to 20 coaches per game
- Minimum 2 Goals
- Availability of water
- First aid kit
- Field lines (optional)

Sample field graphic:



DIA Sample Schedule

Hour 1: Ground Balls, Cradling, Catching, Throwing, Shooting, Dodging

Hour 2: Defense (Basic Positioning, Double Teams, Crease Defense)

Hour 3: Specialty Topics (Draw/Face-Offs, Checking/Blocking, Goalkeeping)

Please coordinate with the specific trainers on your clinic for the exact schedule.



Level 2 Clinics – “Developing the Team Player”

Level 2 (DTP) clinics are on-field. A gym may be substituted where a field is not available or in the event of inclement weather. Classroom use at Level 2 is optional to allow flexibility in the training day, but not required.

DTP Clinic Duration

Clinics last 4 hours in duration.

DTP Specific Details

- At least one regulation-size playing space that can comfortably and safely meet participant learning needs. For reference:
 - A full-size lacrosse field can host up to 60 coaches per game
 - A full-size basketball court can host up to 20 coaches per game
- Minimum 2 Goals (one per game)
- Availability of water
- First aid kit
- Field lines (optional)

DTP Sample Schedule

Hours 1 – LADM Foundational Principles/Review of DIA Content

Hour 2 -- Defense

Hour 3 – Midfield

Hour 4 -- Offense



Level 3 Clinics

Level 3 clinics are classroom-based. A gym or field is optional but not required at this level.

Level 3 Clinic Duration

Level 3 clinics last 7 hours in duration.

Level 3 Specific Details

2 classrooms must be available at all times (one per game)

- Comfortable seating for ALL clinic attendees
- Audio visual materials must be visible from seating
- LCD Projector
- Laptop computer
- Screen or wall for projection
- Internet Access Required to show videos

Sample classroom:



Level 3 Sample Schedule

Hour 1: Nutrition/ Fitness / Injury Prevention

Hour 2: Offense

Hour 3: Defense

Hour 4: Rides and Clears (Transitions)

Hour 5: Extra Man Offense & Man Down Defense

Hour 6: Face Offs/Draw Control

Hour 7: Film (Scouting) and Practice Planning



Basic Scheduling Process – National Clinics

General Information

All Coach Development National Instructional Clinics are a joint initiative between US Lacrosse and the USL member organization. Clinics are provided to USL member organizations through US Lacrosse's grant process. All clinics must be approved through this process, which has specific deadlines for each training season. Clinics are allocated according to the following factors:

- 1) Number of untrained coaches in a defined geographic area
- 2) Leagues who require coach certification
- 3) Leagues who require US Lacrosse membership (all membership types)
- 4) Other areas as dictated by specific business needs

US Lacrosse hosts their highest volume of clinics in February and March. To ensure we can accommodate the needs of your organization, we recommend organizations looking to host during that timeframe submit their request by December 1 of the year prior, or the grant deadline for the season, whichever is sooner.

Steps to Scheduling

- 1) Review this handbook. Locate a site that meets exact specifications outlined.
- 2) Run the date by others in your local area to ensure no major conflicts of interest for area coaches. This is important as schedule conflicts will negatively impact event registration and you run the risk of not meeting US Lacrosse's minimum attendance standards. Think about: holidays, tournament scheduled (local and within 4-5 hours away geographically), festivals, professional sporting events, etc.
- 3) Submit your grant request form by the deadline. If you haven't already done so, please also connect with your [US Lacrosse Regional Manager](#) prior to submitting the grant form. They can assist you through the process.
- 4) Wait for approval of your proposed clinic grant. When approved, formally reserve the site if you haven't already done so.
- 5) You (or whomever will be onsite at the training) will be e-mailed a link to submit the site information. Formally submit for the clinic using that link.
- 6) Clinic will be placed online at uslacrosse.org/ceclinics.
- 7) Once registration is online, review details. Contact the clinic manager with changes (if necessary).



From there, US Lacrosse will connect with local host on marketing, delivery of clinic materials, scheduling of trainers, and other details for the day. US Lacrosse will send 2 eblasts per clinic for marketing purposes. US Lacrosse will also provide links to our clinic host resource site as well as a link to review the registration data for your upcoming event.

Financial Information – National Clinics

- Coaches must maintain an active coach-membership through the date of the clinic in order to attend. Non-members may attend coach development clinics if specifically requested in advance. Please contact US Lacrosse to make accommodations for non-members to attend.
 - A current US Lacrosse coach membership includes complimentary access to [USL mobile coach](#) and USL's [online courses](#), necessary for [coach certification](#).
- Financial assistance may be requested as a part of your grant proposal. Specifically, US Lacrosse may cover full or partial facility rental fees or may subsidize individual coach registration fees.
- If financial assistance is not requested on the grant proposal, individual coaches are responsible for paying the registration fees for their clinics. If a USL member organization or other group wants to pay for one or more coaches directly, please contact US Lacrosse. Individual coach registration fees are as follows:
 - Level 1 Clinics = \$50
 - Level 2 Clinics = \$95
 - Level 3 clinics = \$135
- Registration fees include digital copies of clinic materials. If individual coaches or hosts would like to purchase hard copies, they may do so at their own expense using the following link:
www.marketplace.mimeo.com/coachdevelopment
- US Lacrosse provides trainers for all clinics, including trainer travel, and provides lunch for 7-hour clinics.
- US Lacrosse provides balls and other materials needed for the training day to each individual clinic. These are sent out to hosts approximately 7-10 days prior to the training date.
- All coach development clinic revenue is invested directly back into the program for future curriculum development.