Administrator Orientation

Susie Bruce
APPLE Training Institute Director

www.appleathletics.org
Why are you here?
Comments from APPLE Team Contacts

“[APPLE] pushed all of us to reach beyond anything we'd done as a group and allowed us to do more than we imagined.”
Session Objectives

- Overview of training institute structure & expectations
- Tips for effective team facilitation & coaching
- Meet new people!
A Brief History of APPLE

- Created at the University of Virginia
- Funded by a grant from the NCAA
- Two training institutes held each January
  Open to all NCAA-member schools
- 2015 – 1st NCAA Division II-only APPLE
- 2016 – 25th Anniversary!
- 2016 – Name Change to APPLE Training Institute

Susan Grossman & Joe Gieck

Susan Grossman, Susie Bruce, Debra Reed
Goals of APPLE

- Educate
- Empower &
- Support teams

in preventing alcohol, tobacco, and other drug (ATOD) abuse
The Seven “Slices”
By the end of the weekend...

Your team will create and submit (online) a customized, measurable action plan for change on your campus based on...

confidential feedback on your campus responses to the APPLE pre-conference survey

AND

your team meeting discussions

www.APPLEathletics.org
A Few Items to Expect

- Evaluations of every session
- Post-test before departure
- Team photos
- APPLE Swag
- Chance to network
This Weekend
Tonight

- Dinner begins promptly at 5:00pm
- Learn about how alcohol affects athletic performance
- Linda Hancock’s famous alcohol education session
- T-shirt swap at 8:45pm
Saturday

- Learn about the APPLE model & meet as a team (AKA core curriculum)
- Lunch by role (student-athletes or administrators)
- Breakout sessions (AKA electives)
- Team meetings to create Action Plans
- Mindfulness keynote after dinner
- Evening reception by role
Team Photos

- Photos taken on Saturday
- Team contact receives a printed copy with frame after submitting team Action Plan
- Electronic copies of team photos available
Sunday

- Share action plans
- Closing Keynote
  - Ross Szabo – Mental Health & Substance Abuse
- Submit Action Plan
- Post-Test
- Complete online evaluations
APPLE Faculty & Staff are here to help!

Joe  Holly  Susie  Debra
Administrators’ role at APPLE
Administrator Resources & Tools

- APPLE guiding principles
- NIAAA – College Alcohol Intervention Matrix (AIM)
- Administrator Facilitation Guide
- Action Plan Worksheet
- Action Plan Example
# Presentations

## 2017 Conference Presentations

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Online evaluations & action plan submission
Facilitator vs. Leader

WHAT’S THE DIFFERENCE?
The Role of a Facilitator

- Most productive way to engage participants in the learning process.
- Highlights the needs of the team.
- Assumes the possibility of working with more than one right answer.

Adapted from Effective Facilitation (Klecka & Willet, 2012)
Keys to Success: Establishing Ground Rules

- Vegas rule
- Listen
- Respect
- Be on time
- Positive attitude
- Others?
Thoughts from APPLE Team
Contacts

“[APPLE] provided a safe arena for candid, honest dialogue between all entities- student-athletes, coaches, staff, and administration”
Promoting Constructive Discussion

- Ask open-ended questions
- Listen carefully
- Show respect
- Validate concerns
- Let the group address it
- Guide discussion to focus on solutions
- What others?

Adapted from The Community Tool Box at the University of Kansas (2012)
Keys to effective team meetings

- Be aware of your own non-verbals
- Be **flexible**
- Avoid detailed decision making
  - The time for that is back on campus
- Bring closure to team meetings
  - Summarize
  - Remind group of aspirational goals
  - Review next steps/delegated tasks

Adapted from The Community Tool Box at the University of Kansas (2012)
Use Your Strengths!

Athletics Department Can Provide

- Structure
- Stability
- Positive support

Student Athletes Can Provide

- Enthusiasm
- Input
- Positive Leadership
Comments from APPLE Team Contacts

“Harnessing the excitement of student-athletes always serves as an important affirmation of why we enter into this field.”
After APPLE
Expectations

- Meet regularly with your APPLE team to implement your action plan
- Complete post-APPLE surveys in March and October to report on your progress, barriers, etc.
- Keep APPLE staff informed of changes to the team contact information.
Let’s hear from returning APPLE administrators

What are your top suggestions to our APPLE rookies to promote APPLE Team success?
Advice from APPLE Team Contacts

“Come in with an open mind and LISTEN to your student-athletes.

They are the cornerstone of your success if you let them honestly tell you what is truly happening and what your needs are.”
Advice from APPLE Team Contacts

“Review the schedules and ‘divide and conquer’ the sessions; all of the information is helpful!”
“Encourage your team to be open, be willing and daring to make a change, no matter what size... big or small, one person or the whole university or college.”
Get Moving
GET INTO GROUPS OF 4 OR 5 PEOPLE

DO NOT GET IN A GROUP WITH ANYONE YOU KNOW
Who are You?

- Name
- Year in school
- School
- Sport
- Hometown

Belmont Abbey College
Speed Friending
What sport do you love the most?
(to play or to watch!)
If you could have any other job, what would it be and why?
What did you do last weekend?
What items can you not live without when you travel?
What is the last text you sent?
Best vacation/place you traveled to? Why?
Tell an interesting fact about yourself.
If you could go to any concert, what would it be?
Would you rather see the future or change the past?
If you could have an endless supply of food, what would it be?
Favorite fast food?
Time for Dinner!

Tables Assigned by School

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