

## **Student Coordinator MS Best Practices & Opportunities**

### **Best Practices**

#### 1) Communication

Most Important: Deliver the right information at the right time (do not overwhelm)

- Send weekly email with the moves taught, dance opportunities, pertinent club information, links to websites, videos
- Send reminder the morning of the class
- Provide handouts; level dance flyers
- Provide a syllabus and/or new dancer handbook
- Post laminated square dance moves at class
- Explain why it is good to break up non experienced dance couples, best if comes from instructor
- Consider obtaining class feedback mid way into lessons vs. just at graduation

#### 2) Engagement

Most Important: Make the students feel welcome and valued

- Get to know the students
- Let students know how happy we are that they are interested in square dancing and want them to have fun
- Provide students with name tags as soon as possible, go beyond sticker name tags asap
- Get your new dancers on the roster for the MB Council Notes asap

#### 3) Support

Most important: Let the students know that our purpose at lessons and dances is to support them

- Invite students to all level dances, offer carpooling or meet them there at a certain time & show them around
- Engage with students at level dances, introduce them, stay by their sides
- Stack squares to increase likelihood of success
- Level dance flyers should identify audience, especially once 2nd round of lessons start - be sure your new dancers are attending the appropriate level dances

### **Opportunities Across Clubs**

1) Consistency - all students should receive consistent information from their clubs, including:

- lesson opportunities at other clubs
- dance opportunities at other clubs

2) Floor Time - students should be allowed the maximum amount of positive dance opportunities, by means of:

- schedule level dances so that there are no conflicts with other level dances
- align lesson start dates (as much as possible) to help resolve differing skill levels at student dances, this will also enable students who may miss a lesson(s) at one club to "make up" the lesson(s) at another club
- establish a "call to floor" as best practice at all student dances
- level dance flyers should identify audience, especially during the later part of the dance season when there are new classes

3) Angels

- Encourage attendance at angel workshops
- Empower callers and club members to discuss appropriate new dancer support directly with angels
- Distribute angel guidelines
- Ensure angels are aware of goals and wear name tags

4) Other

- Consider charging one time fee for lessons and possibly club membership
- Consider establishing 'new dancer ambassadors' at your club