

Mentors Supervisor Checklist:

- Complete 'opening up checklist' if it hasn't been completed yet
- Check in on all coaches to see if there are any questions before classes start
- Confirm with coaches who is running game and stretch
- Check in with coaches going through the Fundamental coaching qualification and provide them with a focus for the night
- Ensure classes start on time
- Guide late gymnasts to their classes warm up area

During Classes:

- Ensure squad coaches have a lesson plan and are coaching to the correct level for their gymnasts
- Move around the gym floor and provide mentoring and feedback to coaches
- Focus on the Fundamental Trainees and assist them on achieving their focuses for the night
- Provide the Fundamental Trainees with technical information and test them on their already gained knowledge
- Provide guidance to any coach that may need it
- Point out unsafe practices to coaches and guide them on how to make the environment safer
- Ensure coaches are teaching correct technique in skills specific to their Gymsport (following GFA KCP's or following Gymsport Manual instructions)

- During GFA class pack up time, ensure coaches have packed away equipment correctly
- Provide any coach based feedback you might have to the relevant coaches (e.g. "Next class I want you try project your voice a bit more during the expansion of the circuit, I will work with you on this next week")
- At end of shift:
 - ⇒ Do a quick tidy of kitchen area
 - ⇒ Lock up office if open