

**North Dakota High School Coaches Association**

**Assistant Coach of the Year**

**Nomination Application**

1. Any assistant coach of a North Dakota **Varsity** team who is a current NDHSCA member may be nominated for the Assistant Coach of the Year award. Membership deadlines are coherent with the NDHSCA Coach of the Year requirements: **October 1st for Fall Sports; February 1st for Winter Sports; & May 1st for Spring Sports.**

2. The award is designed for full‑time assistant coaches, who are **not** head coaches in any sport. **However**, the evaluation committee may exercise reasonable criteria in accepting an assistant coach who is also a head coach in another sport.

3. The award will be directed to assistant coaches who have coaching longevity; have assisted coaching State Championship Teams; have assisted coaching individual athletes who have been state champions or have received all state recognition; have performed duties for school, church, and community; have made other contributions to athletics, sports, and community; have been recognized for contributions to education and athletics and extraordinary performances; and have received special commendations from the head coach.

4. **Deadlines** for nominating an assistant coach for this award will be:

**November 15 for Fall Sports; March 15 for Winter Sports; May 15 for Spring Sports.**

5. Anyone may nominate an assistant coach for this award.

6. Upon receipt of the nomination, the NDHSCA Executive Secretary will mail a form to the nominator to have the form completed and documented. Promptness is vital.

7. A personal letter of recommendation from the head coach **must** accompany the nomination form.

8. **Only** data pertaining to the assistant coaching duties will be evaluated.

9. The Executive Board will evaluate the nominations at the Executive Board meeting following the deadline for nomination.

10.  A nomination may be made on the same recipient in successive years in any sport by the same nominator.

11.  All nominations will be retained for competition is succeeding years. Forms will be sent to the nominee to update data each year.

12. Please e-mail this form as a word document to Randy Johnson: [duck@westriv.com](mailto:duck@westriv.com)

Nominee’s Name:

Phone:

Nominee’s Address:

City/State/Zip Code:

Nominee’s e-mail address:

Nomination Season:Choose an item.

Sport:

Date:

Nomination By:

Cell Phone #:

Nominator’s Address:

Nominator’s Email Address:

City/State/Zip Code:

Nominator’s Electronic Signature: