



**A Discussion on
Work/Life Balance for
the Athletic
Administrator**

**Lauren McDaniel, CAA
&
Cole Kanyer, CMAA**

About Cole

Married 13 years

Daughters Carly (10) Claire (6)

16 years in Education

14th year as an Athletic Administrator

10 years at Ellensburg HS

CAA 2016, CMAA 2019





About Lauren

Married for 9 years

Two sons Austin(11) and Landon(8)

Husband is a HS Counselor,
Official/Coach

17 years in Education (6 at Higher Ed
and 11 in Athletic Administration)

2nd year as a District Director of
Athletics and Activities

Central Kitsap School District, WA

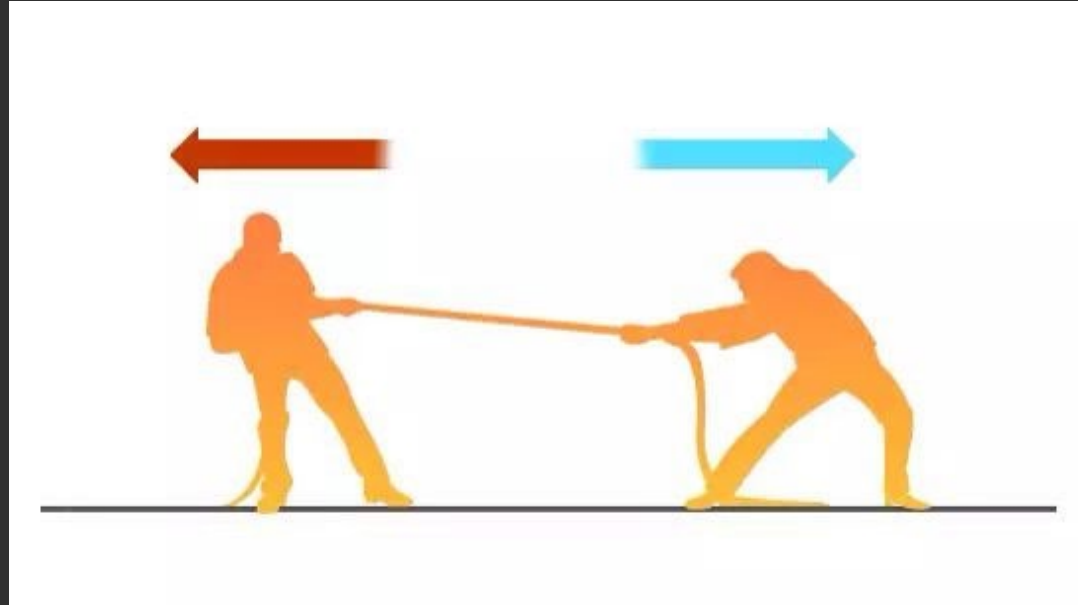
CAA 2016

**Simon
Sinek**



MYTH #1

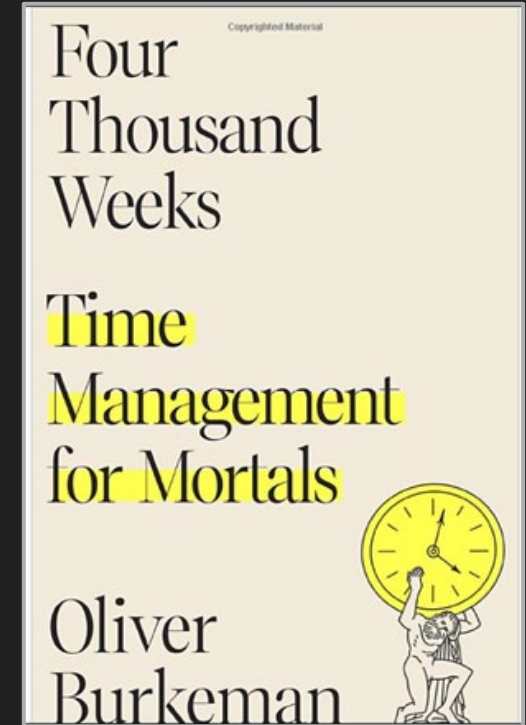
WORK AND LIFE
ARE IN
OPPOSITION
OF ONE ANOTHER



"Busy is a decision. We do the things we want to do, period. If we say we are too busy, it is just shorthand for the thing being "not important enough" or "not a priority." Busy is not a badge. You don't find the time to make things, you make the time to do things."

Do you live to **WORK** or Work to **LIVE**?

- The person who lives to work tends to love their job so much that they cannot find a happy medium between professional and personal.
- Those who work to live, focus on their personal life more than their work.
- People can find it challenging to recognize when the pendulum has swung too far in the opposite direction.
- **Work- Life integration** allows people to integrate work, family responsibilities, health and wellbeing, and community into each day.



STRENGTHS

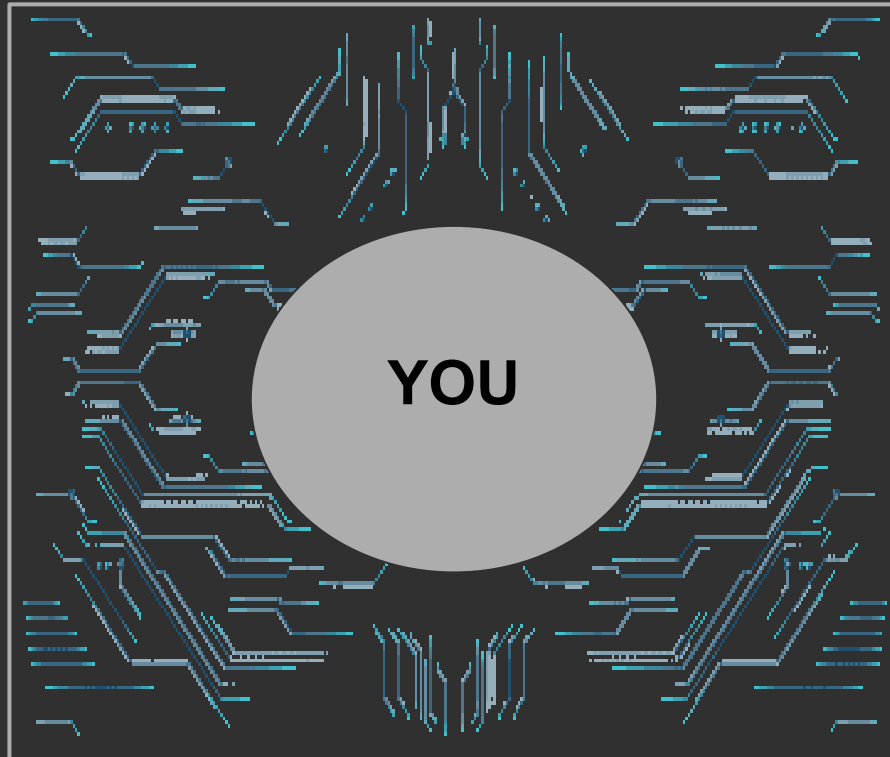
Harmony

Positivity

Consistency

Activator

Maximizer



PRIORITIES

Faith

Wife & Kids

My Family

My Friends

Vocation

51%

According to The Barna Group (2009) over half of Americans list their family as their number one priority.

How many in this room?

Does your number one priority receive your number one energy/effort/attention?



MYTH #2

**YOU'RE ON
YOUR OWN**

*"The Art of Communication is the
Language of Leadership."
- James Humes*

COMMUNICATION

Communication is OUR connection.

- ☐ Networking
- ☐ Collaborating
- ☐ Seeking Help



THERE ARE PEOPLE WHO WANT TO HELP

Market your programs!

Many people want to be involved in things that are fun!

Perks:

- ☐ Get in game for free
- ☐ Hang out with/near students
- ☐ They know they can call you to handle the tough stuff

POTENTIAL FEARS

THINGS GO WRONG

NO EXPERTISE

**PAWNING OFF
WORK**

**CREATING MORE
WORK FOR OTHERS**

**LESS TO CLEAN UP
IF YOU JUST
HANDLE IT**



POTENTIAL RISKS

INTERPERSONAL RISK

IMAGE RISK

RISK FOR BLAME

3 STEPS FOR EFFECTIVE COVERAGE

1. Put Processes And Procedures In
Place

2. Set Expectations And Ensure
Accountability

3. Have a clear person in Charge

REAL TALK

IF YOU DON'T HAVE SUPPORTIVE ADMINISTRATORS & FACULTY AROUND
YOU, YOU MAY BE IN THE WRONG PLACE

You can't do it on your own, period. It takes a village.

MYTH #3

YOU ALWAYS
NEED TO BE
ON DUTY

*"A leader is best when people barely know
he exists, when his work is done, his aim
fulfilled, they will say: we did it ourselves".*

- Lao Tzu



AD

=

ALL

DUTIES

13 Ways to Ensure Things Run Smoothly When Leaders Are Absent

According to the Forbes Coaches Council...

[Click for article](#)

1. Be a Coaching Leader
2. Teach Your Team How To Think
3. Lay Out A Clear Vision
4. Put Processes And Procedures In Place
5. Set Expectations And Ensure Accountability
6. Hire Team Members Who Understand Your Work
7. Hire A Reliable Assistant
8. Have A Clear Person In Charge
9. Maintain A High Trust Culture
10. Begin Delegating Immediately
11. Surround Yourself With The Best
12. Clarify How Decision Should Be Made
13. Communicate Any Fears and Worst-Case Scenarios

SYSTEMS

Establish systems & support workers to whom you can delegate and who can handle workload

a) Secretary

b) Game Managers

c) Site Supervisors

d) Work Study Students

e) Coaches

f) Custodial Staff



Nikki Norris @norrisnikki · Sep 3

Replying to @DrDonParker1

Glad you're ok - but how do we prevent this from happening to other ADs? How do we convince school districts that these hours should not be the norm? If we establish boundaries and step away, who steps in?



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Dr.
Wh
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thi
hel



Dr. Don Parker

@DrDonParker1

Replying to @norrisnikki

Do you have other building administrators who can cover events or an Asst. AD? After a while I learned who I could trust to cover smaller events and I covered the major ones. I gave my cell to the administrator in charge to call me just in case and spent more time w/ family.

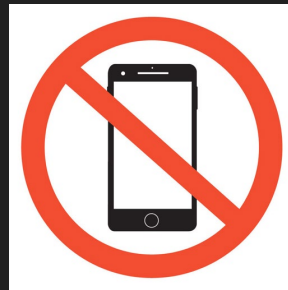
... saw 3 AD
d sharing
long as it
ed

DISCONNECT FROM HARDWARE

Create and Set Boundaries
Communicate those boundaries **clearly**

168 plan
Startup/Shutdown routines

STRESS MANAGEMENT- this looks different for everyone...



PERSPECTIVE



“Tomorrow’s victories are built
on yesterday’s setbacks.”

Do not forget to have FUN!

The 80-10-10 Rule

MYTH #4

WORK/LIFE
BALANCE
EXISTS



Integration vs. Balance

*“Work life balance places a hard division between work and personal life while **work life integration** involves a blurred and blended approach to meeting the demands of daily life.”*



KEYS TO WORK & LIFE INTEGRATION

- ❑ Clearly identify your priorities, and involve those priorities when appropriate
- ❑ Communicate, advocate for, and establish flexible time when working long hours
- ❑ Technology- Join the 21st century (with boundaries)

“A work-life integration approach is seen as a more harmonious and synergistic way to tackle life as a whole. Work life integration involves weighing all of the elements — personal time, family life, work, community, health, well-being, and more. This ultimately creates a more considered approach to the delicate balancing we do of all of our needs, not just work and personal life.”

[Click for Article](#)

$$K - A = 0$$

Knowledge, minus action, equals NOTHING

Knowledge, plus action, equals INFINITE POSSIBILITIES

You're here for a reason. Do something about it!

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