**Officer Expectations and Responsibilities**

**Officers**

1. The officer’s duty is to carry out the commands of the director and maintain control of Royalty when the directors are out.
2. Dance officers will assist the directors in attendance, appearance, teaching and instructing the team, and making decisions relevant to the entire team.
3. Social officers will be in charge of organizing team social events, promoting the team as a whole, and assisting the dance officers and directors as needed.
4. All officers are required to attend officer camp and other dance training camps when necessary.
5. All officers are required to be present at all practices, meetings and functions.
6. Should an officer fail to uphold her duties for her role she may be demoted from her position or removed from the officer line. This will be up to the discretion of the directors.
7. Officer candidates must have been a member of the team for at least one year prior to being eligible to try out.
8. Specific ranks and duties will be given to the newly selected officers after the tryout process.
9. If a candidate is on probation at the time of tryouts, she will forfeit her right to try out for officer.
10. Dance officer candidates must perform a solo in at least one contest within the year that she is auditioning for officer. Exceptions such as medical/family emergencies will be made at the directors’ sole discretion.

a. Captain:

* + - Commanding officer at all times
    - Call team to attention for roll call, performances, etc.
    - Gives whistle and verbal commands
    - Keeps supervision over all officers
    - Works with the directors and other officers on choreography
    - Plans all entrances and exits with the advice of the director
    - In charge of weekly schedule for officers discussed at meetings
    - Posts team announcements on the group chat and app
    - Teach, clean and choreograph routines
    - Together with the co-captain, is in control at performances if the director is absent
    - Performs any assigned duty presented to her by the directors
    - Promotes loyalty within the officer line and team
    - Report any misconduct to the director
    - Performs a solo at spring show
  1. Co-Captain
     + New member (rookie class) advisor
     + Conditions/leads warm-up/technique with the team
     + Posts team practice schedule on the group chat and app
     + Performs captain duties in the absence of the captain
     + Reports tardies and improper attire to the director
     + Teach, clean and choreograph routines
     + Promotes loyalty within the officer line and team
     + Performs any duty assigned by the director
     + In charge of keeping team quiet during class and practice
     + Performs a solo in spring show
  2. . Lieutenants:
     + Lead warm-up/ technique with the team
     + Post the team weekly schedule on group chat and app
     + Record & report tardies and improper attire of squad to co-captain
     + Boost team morale when needed
     + Assists in teaching and choreographing routines
     + Performs any duty assigned by the director
     + Ability to march in/through squads
     + Responsible for helping to keep the team focused and quiet in practice
     + Performs a solo in spring show
  3. Sgt. at Arms:
     + Lead warm-up/ technique with the team
     + Record & report tardies and improper attire of squad to co-captain
     + Tutorial (videos of routines for app)
     + Assists in teaching and choreographing routines
     + Performs any duty assigned by the director
     + Performs the duties of Lieutenant in the absence of dance officers
     + New member (rookie) advisor w/ co-captain
     + Coordinates with the Lieutenant(s) on needs from dance officers
     + Responsible for helping to keep the team focused and quiet in practice
     + Boost team morale when needed
     + Performs a solo in spring show