



Recreational and Academy Team Managers

A Team manager for a Recreation or an Academy team is a very important member of the team.

They are responsible for the off field organization of the team.

On the younger age teams U7 and U8 (and even U9 &U10) they have probably the most important task in organizing the **snack duty** for each game during the season!

They are also the central point of contact between the Coach and teams parents.

They help coordinate uniform distribution at start of season.

They collect any monies needed for Tournaments or extracurricular activities such as team parties, spirit wear etc;

Coordinate team meetings if necessary.

Update registrar with any changes in addresses, phone numbers etc:

Communicate with the Club if necessary with any issues that may come up.

Promote good sportsmanship with players and parents along the sidelines.

*** To help keep things running smoothly some of these tasks can be delegated amongst the team, please ask your teams parents for help as many are often very willing and eager to do so.**

TEAM MANAGERS CHECKLIST

- At the beginning of the season, meet with the coach and determine what kind of assistance they may want and need during the season.
- Obtain team roster and confirm all players contact information is accurate, such as correct email addresses and phone numbers.
- Ask parents if there are any other email addresses or phone numbers they would like to have used.
- Ask parents if players have any variation of their name they like to go by.(example: Michael or Mike)

Very Important Create a Snack and Game schedule, (don't forget to include the *9th game played indoor) Be sure to make all parents aware if there are any players with food allergies.

*After uniforms have been distributed you can if you wish make a small team card with players' names and numbers on it. This card can be very useful with newly formed teams where most people may not know each other.

- Distribute game schedule and before each game confirm location and provide directions to the team. List of fields can be found on www.mksc.org
- Create a phone tree to use in case of late cancellations, change of field location, game time change etc; an email is not a reliable form of immediate communication as people do not always check their emails!
- There are many different tournaments that teams can enter, the most common for U7-U10 is the Kohls Rec. tournament held at Uihlien Soccer Park held usually the second weekend of October, registration deadline for this tournament is typically by 2nd or 3rd week in Sept. so early communication to illicit teams participation is necessary. Visit www.mksc.org to register.

There is also an optional indoor tournament held over the Thanksgiving weekend that teams may be interested in.

If other tournaments are desired visit www.wiyouthsoccer.com for a complete list .

- Register for Indoor Soccer season if desired. The indoor season is divided into 3 separate sessions, participation is optional and depends on each teams' dynamics. Traditionally session one is skipped over as teams are usually in need of a soccer time out at this young age, but there are always players who want to play and teams can be formed by having players' from various teams play together. Session two can also be tricky as there are usually other commitments with basketball; session 3 is a great precursor to outdoor. *The Academy team is expected to play in at least one indoor session.

Other things that **may be** done as the season progresses

Coordinate a team end of season party

Solicit participation for indoor soccer and collect monies.

Coordinate Spirit wear orders

Remember many of these tasks can be delegated to other parents on the team.

Practices/ Games / Ref Fees.

Practices are cancelled at the Coaches discretion, usually due to inclement weather or a scheduling conflict.

If a game is cancelled it is the coach's responsibility to reschedule with the opposing teams coach but they may ask for your assistance in this regard.

Referees fees are usually handled by the coach or an assistant for recreational and academy soccer.

Registration

Registration begins again in early May, team managers are asked to inform parents and encourage priority sign up.

LINKS TO RESOURCES

For general club info go to Germantown Soccer Club www.germantownsoccer.org

For Indoor soccer/ and tournaments go to Milwaukee Kickers Soccer Club www.mksc.org

In need of general help please contact any board member. A current list is available on our website in the "about us" section on our website.

For a list of other tournaments and state league rules / risk management etc. go to Wisconsin Youth Soccer Association @ www.wiyouthsoccer.com

GSC truly appreciates the work a team manger does; it is because of people like you we have been able to offer the game of soccer to all the young children in our community for the last 25 years.

Thank You

GSC Board

