

Team Manager Agreement

SUMMARY OF RESPONSIBILITIES

The Team Manager is the liaison between the coach, parents, players, and the Club.

The Team Manager will perform the following duties:

- Support the coach by directing all questions concerning player selection, player positions and playing time to the coach.
- Communicate parent concerns and questions to the Club.
- Keep the team organized and running smoothly by communicating practice information and game schedules.
- Keep the “pulse” on the team and parents by listening and passing concerns on to the coach.
- Maintain all records and information relevant to game play (e.g. player cards laminated, recording game scores, etc.)
- Work with the Club Registrar to register players.
- Handle all aspects of regular season games and playoffs.
- Print Game Cards and report scores for all home games.
- Attend Club Manager meetings.
- Tournament Registration – check-in team for tournaments plus set up travel accommodations.
- Team Treasurer – handle financial duties for the team; collecting money from families to cover team expenses (e.g. tournament registration fees, equipment costs, coach per diem, etc.)

*Note: Some responsibilities can be delegated to other parents in the team.

I have read and agree to comply with the terms of the above statement and will read and comply with Monterey Condors Club’s Privacy and Information Security Policies and Standards.

Name: _____

Phone #: _____ Team Name: _____

Signature: _____ Date: _____