



CHAIRO
SPORTING ASSOCIATION

Chairo Sporting Association
585 Bald Hill Road
Nar Nar Goon, Vic. 3812
Australia
www.chairo.com.au

Team Manager Duties

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A Team Manager's role is to maintain the general running of a team to free up the coach to concentrate on the coaching and training aspects of the team. A Team Manager should also be a liaison person between the team/coach/parents and the Chairo Sporting Association (CSA) Committee. The Team Manager works closely with the Coach to bring about a high level of team spirit and camaraderie within the team and with all other members of the CSA.

Game Preparation

Notify parents of weekly game times and location (e.g. Saturday 10:10am, Court 2, Cardinia Life). Prepare and distribute to all parents a scoring roster. It is a requirement of the CSA that each player provides a person who can take their turn on the score bench at matches. Ensure that you advise parents/helpers who are unable to score on their rostered day to arrange a swap with another family. It is generally not the role of the Team Manager to score as they will be supporting the players during the game.

Game Day

Ensure that all players are in the correct playing uniform. Do not allow parents or siblings to sit on the players' bench. Ensure each player at the game has a named drink bottle. The Manager should offer drinks from the bench as players come off the court. The on-court players sit on the bench during time-outs and the players on the bench stand up.

Team Communication

Notify team members of any changes to trainings or games. Keep up to date with what is happening within the Club which may affect your team or parents e.g. Stop Training, New Parents Meetings etc.

Regularly distribute material received from the Club to players and parents as appropriate and attend to the administrative tasks as requested by the CSA Committee (e.g. communicate).

Most importantly, have fun with your team and have a great season together.