



Green Point Netball Club - Team Manager

Thank you for offering to manage a team this season. To assist you in your role as Manager we have compiled the following list of roles and responsibilities. This list is not exhaustive, so if you have any other information that might make next year's managers' job easier, please let us know!

A manager is the hub of all communication and organisation, a well-managed team is key to a happy successful team. A manager is responsible for;

General Organisation

- Ensuring that the contact details for their own team are up to date.
- Ensuring that the communication method within your own team works for all parents and / or players (e.g. WhatsApp, Messenger, SMS, email,);
- Promptly passing on all emails/communications from the Club executive to their own team;
- Working with the coach and offering support. Discuss and clarify each of your roles and expectations, clarify early who communicates with the players about training etc and who is responsible for recording team awards and writing the weekly reports etc.

Game Day

- Collecting the score sheet from Control, recording position on the score board, scoring and returning the completed board to control. *(It is the responsibility of the winning team to return the score board to control, an incomplete scoresheet could mean the winning point are not issue to the team)*
- Arranging a roster for team Captain, helping the team Captain to ensure that the toss for first centre is completed each week.
- Arranging a roster for oranges or mid-game refreshments if the team decides they would like this (generally only for the younger teams)
- Ensuring that match reports are emailed each week to Greenpointnetball@live.com.au by Sunday 5pm.
- We love photo's, please email or share photo's of your team with us

Borrowing Players

- If your team needs to borrow a player from another team, this must be coordinated between managers of both teams. A player is only permitted to play up into a team **twice**. The third time they are considered a part of the team. The manger must kept a record of how many times a player has played up in a team is kept. A sperate sheet will be emailed out advising the rules around borrowing players.

Remember a Manger can delegate the above duties, many hands make light work and it's nice as a team to all get involved, however the manager is responsible for organising and communicating the delegation of duties and is the central point of contact for the team.

Suggested Roster for Junior Teams

A roster for team Captain should be developed. Whoever is the nominated captain for the week should also be responsible for completing and submitting the match report to Greenpointnetball@live.com.au by 5pm on Sunday following the game. If you decide to have half time refreshments the Captain could also be responsible for this so the duty for the week sits with the one person /parent.