

MTLL Manager Questionnaire

Spring 2024

Thank you for your interest in becoming a volunteer manager for a team at Mission Trails Little League (MTLL).

Please answer all questions. Any question left unanswered will be considered an incomplete questionnaire.

Responses to this questionnaire will assist the Executive Board in selecting the best candidates for one of the most important positions in our league.

Completed questionnaires should be emailed to managerapp@missiontrailsl.com and are due by December 4, 2023. Late questionnaires may not be accepted.

| Name | Email | Phone |
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Name, age and division of your own children in league:

| Name | Age | Division |
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1. **Division interested in managing.** (Circle or highlight the division you prefer to manage; if more than one division, please give a brief explanation of your first choice)

T-ball

Caps

Minors

Majors

If more than one, what is your first choice and why:

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2. **What experience do you have working with children and/or coaching youth sports?** Please indicate sport and age/level, as well as any coaching training you have received.

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3. What is your coaching philosophy for the age group you would like to work with?

4. How would you utilize your coaches and parents? What would you expect from them, and how would you encourage their participation as volunteers in our league?

How would you handle disruptive or inappropriate behavior from players, parents, and other coaches or managers?

5. Have you ever been disciplined or reprimanded (formally or informally) as a parent, coach, or manager in the past? Explain.

6. If you felt the umpire made a “bad” call, how would you handle it?

7. Have you obtained a Livescan™ through MTLT?

- YES NOT YET

8. Have you completed and obtained certificates for the following safety training?

(Check all that apply.)

- Concussion Training Abuse Awareness Sudden Cardiac Arrest

9. Have you attended the in-person District 33 training sessions for safety and playing skills within the last 3 years?

- YES NO NOT SURE

RULES, RESPONSIBILITIES, AND EXPECTATIONS

Thank you for completing the MTLT manager questionnaire. Please review and agree to the following:

MTLL expects nothing but the best from our managers and coaches. Given the important role that these individuals play in the development and leadership of youth in the MTLT program, much care is used in the review, consideration, and selection of managers and coaches for MTLT teams. Typically, the manager is equal parts parent, teacher, and traffic cop, so being a good manager comes down to the ability to coordinate and communicate, while always wearing a smile.

While not all inclusive, the League has the following base expectations for all managers and coaches. When choosing team managers, we take an objective approach, consider personalities, and keep the best interests of every player in mind. At the end of a practice, or a game, or the regular season, a quality Little League manager is one who makes the experience fun and enjoyable for the players, and the record doesn't matter.

Please read through the following Manager's Responsibilities for MTLT, and sign below to acknowledge and accept the expectations laid out by MTLT's Board of Directors:

BOARD OF DIRECTOR'S EXPECTATIONS

- Must encourage players at all times; and will not damage the self-esteem of any player or parent at any time.
- Understand that becoming "physical" (grabbing, pushing, hitting, physical or verbal intimidation, etc.) with any player, parent, league official, opposing coaching staff, spectator, or umpire is not acceptable at any time - - such actions are grounds for serious consequences up to immediate removal as a manager or coach.
- Have open, productive, and strong relationships with the League, MTLT Board of Directors, parents, and umpires at all times.

- Demonstrate that they have an appreciation of the philosophy of Little League Baseball, Mission Trails Little League and cooperates with others in making the program of mutual benefit to all children in the program.
- Recognize that they are agents of the Board and will follow the Board's direction, philosophy, and advance the agenda for the League as set forth by the Board.
- Recognize and accept that Mission Trails Little League has a zero-tolerance policy for rules and regulations infractions and non-compliance with League code of conduct and facility use policies.

TRAINING AND BACKGROUND CHECK REQUIREMENTS

- Undergo standard Little League required background check (JDP) (Required Annually)
- Undergo Livescan™ fingerprinting and background check through MTLL (Required Once)
- Attend ALL mandatory District 33 and MTLL coaching and safety clinics - **no exceptions.**
- Complete, obtain, and save ALL required safety certifications (one-time requirement; electronic copies of all safety certificates must emailed to MTLL's Safety Officer at safety@missiontrailssl.com, and managers/coaches are also required to carry a hardcopy or electronic copy of such certificates with them to all game sites) including the following:
 - **Concussion Training** which can be completed at the following link: <https://www.cdc.gov/headsup/youthsports/training/> (Required Once)
 - **Abuse Awareness Protocol Training** which can be completed at the following link: <https://www.usabdevelops.com/ItemDetail?iProductCode=OCAAA&Category=ONLINE&WebsiteKey=f50aacb2-a59e-4e43-8f67-29f48a308a9e> (Required Once)
 - **Sudden Cardiac Arrest Training** which can be completed at the following link: <https://epsavealife.org/sca-prevention-training/> (Required Once)
- Attend all player evaluations. Player evaluations will occur on **Jan 6, 2024** and **Jan 10, 2024** as a backup date, if necessary, due to player illness, etc. Manager attendance at player evaluations is required per our league's bylaws, so please mark your calendars. If evaluations cannot be held on the above scheduled dates due to rain evaluations will be rescheduled and the new date will be communicated to managers in advance.

FIELD MAINTENANCE RESPONSIBILITIES

- Prepare & maintain our fields:
 - HOME team is responsible for preparing the infield for safe play to the satisfaction of the umpire on game days
 - VISITOR team is responsible for tear down on game days
 - BOTH teams are responsible for picking up all garbage
 - If you are the last practice of the day:
 - Close down the field (which includes dragging and watering the infield)
 - Make sure bases are put away and the base caps are put back in the pegs, and covered (with sand)

GENERAL RESPONSIBILITIES

- Participate in and encourage team participation at MTLL league events (Opening/Closing Day, fundraisers)
- Encourage league volunteers for field maintenance and snack bar duties
- Lead by example in shaping acceptable behavior patterns whether the team wins or loses.
- Have a solid understanding and agree to comply with all Mission Trails and Little League rules, regulations, and code of conduct policies.
- Reflect an understanding and appreciation of the age group they supervise.
- Has experience in managing and/or coaching baseball at the level in which the candidate is being considered.
- Respect the judgment and the position of authority of the umpire.
- Exercise their leadership role but leave the outcome of the ball game in the hands of the players.

I, _____ (print name), hereby acknowledge and agree that I have read the Manager's Responsibilities and expectations as provided above and (please respond by checking one):

I agree to adhere to and abide by the Manager's Responsibilities.

I cannot agree to the Manager's Responsibilities (please explain below).

Signed: _____

Name (Print): _____

Date: _____