



TEAM MANAGER ROLE & RESPONSIBILITIES

As an adult sports Team Manager, your role is crucial in the success of your team within the parks and recreation program. You'll be responsible for various tasks to ensure a smooth season and effective participation in your league(s). Your key responsibilities include:

- **Recruit Players:** Actively seek out and recruit players to form a competitive and cohesive team.
- **Attend Pre-Season Managers Meeting:** Participate in pre-season meetings organized by the Parks and Recreation department to receive important information, clarify any queries, and ensure readiness for the season ahead.
- **Input Rosters and Add New Players:** Manage team rosters by inputting player information and adding new members as necessary.
- **Communicate with Parks & Rec:** Maintain direct communication with the Program Coordinator, Program Assistant(s), and Site Leaders/Scorekeepers regarding team logistics, schedules, and any relevant updates.
- **Check Your Email:** Stay vigilant in checking emails for important updates, announcements, and scheduling changes from the Parks and Recreation department.
- **Know Important Dates:** Keep track of registration dates, important roster deadlines, and league schedules.
- **Ensure Team Awareness of Game Schedule:** Make sure your team is informed about upcoming game schedules, locations, and any changes that may occur.
- **Ensure Team Understanding of Game Rules:** Educate your team members about the rules and regulations of the sport to ensure fair play and adherence to league guidelines.
- **Handle Player Conduct Issues:** Address any player conduct issues, including ejections or suspensions, in accordance with league policies and regulations.
- **Check Rain Out Line:** Monitor the Rain Out line for any weather-related updates or cancellations that may affect game schedules.
- **Lead by Example:** Serve as a role model for your team by demonstrating good sportsmanship, commitment, and dedication to the sport.

By effectively managing these responsibilities, you'll contribute significantly to the positive experience and success of your adult sports team!

THANK YOU!