

WHAT DOES IT MEAN TO BE A TEAM MANAGER?

Each team must have a team manager to assist the coach and players with the management and activities of the team. The duties may vary depending on the level of commitment and competition of the team. This is a guide to assist one assuming the role of Team Manager. These responsibilities may not pertain to each and every team.

TRYOUTS

Attend the tryouts for your team. At this time, have all River Soccer Club Medical Release Forms filled out in detail and signed by the parent. Keep all forms throughout the year, even those who may not have been selected for the team.

Take a digital picture of each prospective player.

Both of these items will save you time and frustration when you register the team.

TEAMS

Travel/Rep or Recreational teams are selected according to player's age. The date for selection begins August 1 of each year.

Example: If a player is to play Under 10, he or she must not have turned 10 before August 1 of the year.

TRAVEL OR REP TEAMS

These teams have players who have been selected through a designated tryout conducted by the Club Director of Coaching. They are generally committed to a higher level of competition. This requires more commitment from the players and their families.

REGISTRATION

After players have been selected they must be registered with Delaware Youth Soccer Association DYSA, registrar. This will be your official roster for the year. Changes may be made to the Roster throughout the year according to the DYSA registration rules.

All registration information can be found www.dysa.org. Registration is completed on line through this site.

COACHES AND MANAGER must fill out Risk Management Form every two years, before registering the team.

NEW PLAYER / Never Registered to a team must provide a copy of birth certificate.

All players previously registered to team, need not provide birth certificate each year.

All players, coaches, and manager must provide a photo for the "carding" process (or photo taken at tryout).

Player Passes must be printed by team manager after the entire registration process has been

completed.

Cards/Player Passes are provided by State Registrar for you to print, glue picture and return for official signature and stamp from State Registrar

Approved State Roster, Player Passes, and Medical Releases will be needed for all team events.

RECREATION TEAM

These teams may or may not have been selected through the designated tryout process.

Players at this level, generally are not at the skill level of the travel/rep, selected teams and are not looking for a high level of commitment .

There is no normal registration process through the state and do not have to complete the DYSA registration process. Teams will be formed according to age. Although birth certificates are not required, they are recommended to have on file.

TEAM PLAN

Coaches, team manager and parents determine the direction and activities of the team. They should meet before the season begins to plan their calendar; i.e. what league, tournaments to play, when and where to practice, fees for coaches (if applicable), uniform, fund raising needs, etc.

After a plan is made a fee structure can be determined for the team and individual cost for players.

TEAM FEES

Each team is responsible for setting its own fees and the collecting of these fees. The manager is responsible for collecting and distributing funds as needed for the team.

A team Bank Account should be established for all funds to be deposited and distributed.

FEES and EXPENSES

All Teams : RIVER SOCCER CLUB REGISTRATION FEE \$30.00 per player , per season.

UNIFORM: approximately \$70.00-\$50.00 per player. Prices Vary, all teams wear the designated RSC Club uniform which must be ordered through the club uniform committee.

OTHER APPAREL and EQUIPMENT

each team determines what items they want their particular team to have, such as warm-ups, bags, etc. and purchases them accordingly.

FUND RAISING teams can provide fund raising for their team to help support their activities and players. It is expected that teams participate in the Club Fund Raising process.

Vary for each team: Information for these things found on State Web Sites. Links can be found on www.dysa.org. All these items need to be included in your fees. Determine the total cost of expenses for the team and divide by number of players on the roster. Set up payment schedule that works for you and your parents.

OTHER FEES:

LEAGUE FEES / REFEREE FEES

DELAWARE STATE CUP

TOURNAMENTS

COACHES FEES

DYSA PLAYER REGISTRATION \$15.50 per player

(for Travel/Rep Team Registration)

Additional one time fee of \$20.00 to be paid to State Registrar.

Fee structure is provided on the DYSA web site.

COMMUNICATION

The key to successful team management is good communication.

Email, Regular Mail, Phone, Phone Calling Services are all helpful means of communication.

Once a team is selected and a plan of activities has been determined, all information should be distributed to parents and players. Team information including parents names is important for everyone to have. Updates are helpful to keep lines of communication open.

The more informed your team is, the easier it is to manage your team.

Collect emails and cell phone numbers of players and parents.