



Some aspects of team management will be age specific and/or level of competition specific. This is meant to merely be a beginning outline.

- ADMINISTRATIVE RESPONSIBILITIES
 - Registration
 - Rosters
 - Health forms
 - Guest player form
 - Travel permit
 - International clearance

- Team communication
 - E-mail
 - Phone tree
 - Newsletter
 - On-site meetings at training sessions and matches
 - Training times, location, changes
 - Match times, location, changes
 - Olympic Development Program try-outs
 - State, regional and national tournament rules
 - Travel, maps, carpool, hotels, bus, flight, meals, study hall
 - Teach the players how to travel

- Role in relationship to coach and partnership in player development

- ❑ Active participant in parent education
- ❑ Know club, league and state rules
- ❑ Attend the Annual General Meeting in order to stay up-to-date

