



POLICY – TEAM MANAGER POLICY

Effective Date: 2019 Revision

TEAM MANAGER shall mean a person who:

- a) Performs oversight and management of a particular team.
- b) Arranges schedules according to the master schedule created by the club
- c) Creates a communication platform such as, but not limited to; Teamsnap etc. where all communication required for the team takes place
- d) Manages ALL game-day processes, such as, game sheets, call up forms, conduct forms, substitution slips and any additional forms required.
- e) Arranges permits for travel
- f) Selects and works with sub-committee's for the team in order to manage the team in the most productive way

SELECTION of the team manager process is as follows:

- a) Team coach selects the manager based on their needs for the team
- b) Candidate selected gets approved by the club Technical Director
- c) If selection meets the criteria required, announcement made to the team.