



Redbacks Squad Team Manager Position Description

Apart from providing general support to the coach and the players, the role of the team manager involves the following:

- Advising players and parents/guardians of training times and locations.
- Assisting the coach at training sessions if required .
- Organising squad singlets and shorts for players and keeping a record of the numbers/sizes and give to the squad coordinator for collating.
- Optional – collect merchandise orders and money and give to the squad coordinators.
- The team manager may also arrange group accommodation if the team decides to stay together at a tournament.
- May assist with organising a team meal or activity when away at tournaments.

Prior to tournaments:

- Collect player entry fees and forward to the treasurer.
- Obtain the draw for the tournament and send out to player's parents/guardians.
- Obtain a copy of the tournament program which contains the draw and tournament rules.

Tournaments:

- Bring the esky on wheels containing the following:
 - First Aid kit and towel for the floor (blood)
 - Lollies and/or fruit
 - Copy of the draw
- Distribute a roster to parents/guardians for scoring prior to the tournament.
- Ensure scorers fill in and check the score sheets prior to each game.
- Keep the players and parents/guardians up to date with times and courts of games.
- Conduct first aid if required.
- Remind players to ensure they have a full water bottle prior to each game.
- Ensure players put their water bottle and hand towel in front of the bench prior to warming up before each game. (U12s and U14s may need some assistance with this).
- Keep social media site up to date with results of games etc.

IMPORTANT

- Team managers **must** have a current Working with Children Check.
- Team managers are **not** permitted to approach the score bench or officials.
- Team managers are **not** to coach players at any time, this is the role of the Coach and/or Assistant Coach only.
- Only the **appointed** team manager should be on the bench at tournaments unless a fill in has been previously approved by the ABA and the fill in has a current Working with Children Check.
- Team managers **must** be wearing current official Ararat Redbacks uniform at all tournaments.



Redbacks Squad Team Manager Position Description Agreement

Team Manager Declaration

- I acknowledge and agree to take on the role and responsibilities of Team Manager as outlined in the Redbacks Squad Team Manager Position Description provided to me.
- This acknowledgement includes taking responsibility for the safe keeping, and return at the end of the season, of the Trolley and its contents which include the First Aid Kit, towel and balls which must be signed out/in at the start and end of the season.
- I confirm that I have provided a copy of my current Working with Children Check to the Ararat Basketball Association.

Name: _____

Signature: _____

Date: _____

**Please return signed declaration to the Squad Coordinators
Mandy Sladdin and Megan Shea.**