



SUSC JUNIOR TEAM MANAGER'S ROLE

UNDER 12 - 18

Managers need to meet all child safety policy requirements including having a valid Working with Children Card. Please scan this (or take a photo) and email it to juniors@seafordunited.com.au prior to the beginning of the season.

The team manager's role is crucial in supporting the coach. The team manager and the coach are highly communicative. The coach will help with some of these roles ie. Finding a linesperson etc. The role consists of a number of organizational tasks that may include the following:

- Organise Fruit / lollies / shirts washing roster – one family per week.
- Posting upcoming match details on the Facebook group/ What's App group . Home/ Away details and address of ground if it is away.
- Communicate with team over any changes to training and game days. These are best checked regularly as they do tend to change throughout the year. Teams do forfeit, change venue or game times. It is a good habit to check the FV website/game day app on the Friday before your game.
- Responsible for handing out playing shirts at the start of the season, keeping a record of what player has which shirt, and to collect them all again at the end of the season.
(Note that the playing tops are the property of the club and no changes should be made to them without prior permission.)
- There are various game day duties required that may need rosters depending on who is available. These include linesman and ground marshall. It is our hope that the referee shortage experienced last year does not occur this year.
- NB: The Role of the Marshall is to stay on the side of the supporters and control our supporters. Their role is to de-escalate any inappropriate and unruly behaviour in the crowd towards players and officials. They escort the referee on and off the pitch. The marshall should report any bad behaviour to a committee member if they deem that it should be further investigated. All parents of junior games are expected to have read the Football Victoria parent code of conduct. Be sure that the Marshall knows what their responsibility is prior to them accepting the vest.

GAME DAY

BEFORE AN AWAY GAME

- Meet the referee 30 minutes before the game to hand them the match book. You normally have to find them as they won't come looking for you. Sometimes they are doing the game before yours so in that case leave the book in the ref's room. The opposition TM can usually assist you on where this room is.
- The match book must be filled out, signed by the coach, assistant coach (if you have one), team manager and first aider. I.D. (Passport) photos should be left in the page of the book for this game. The book can be filled out on the morning of the game. Maximum 16 players can be listed.
- Organise a roster for fruit and lollies - one family per week.

WE NEED TO PROVIDE

- **Linesman**, (ref will meet just before kickoff and give flag to).
- **Marshall** - to escort ref in and out of ref's room. Before the game, half time and after the game. Marshall looks after our team's parents throughout the game (i.e. not approaching match officials).

AFTER AWAY GAME

- Meet the ref in the ref's room straight after the match. He or she will sign the match books with the team manager from both teams. He or she takes white page. Once agreed everything is okay, take a yellow copy from the other team and give them ours.

YELLOW CARDS/ RED CARDS

- Yellow cards are an official warning for a breach of the rules.
- Red card is an immediate ejection from the game – players **MUST** leave the field.
- Once red carded they cannot enter the field even to shake hands after the game.
- Scores/cards are recorded officially by Football Victoria.

BEFORE A HOME GAME

All requirements are the same as for an AWAY game but with the following additions.

- If required arrange for some volunteers to set up pitch with goal nets, corner flags, benches for both teams. Goal nets will be inspected by ref before play so there can be no gaps, ties are used to fix any gaps. Make sure home and away change rooms are opened as well as the ref's room. You will need extra parents to set up nets and pitch. Roster them on during the week. Some parents will know how to set up nets and do linesman role. Fruit / lollies / shirts one family per week
- Hand 2 match balls to ref the size of your age group.

- Depending on the time of our game we may have to pack up nets and flags. A game roster is usually posted on Facebook on Friday evening so we will know if there is a team playing after us. If there is a gap of only a few hours between games leave the pitch set up.

PAYING REFS THEIR FEES

- Pay ref fee according to age group – referee money is usually kept in the bar area and a club official will assist. If it is not in the bar area it may be in the canteen.

- **RECORDING RESULTS**

Email your results to president@seafordunited.com.au. Put a copy of your results in the folder located on the bar.

Parents'

Code of Behaviour

- Encourage children to participate and have fun;
- Focus on the child's effort and performance rather than winning or losing;
- Never ridicule or yell at a child for making a mistake or losing a competition.

Remember:

- Children learn by example;
- Fair play is in the game's best interest; applaud and encourage all game play;
- Encourage children to always participate according to the rules
- Respect and support decisions made by the match officials, coaches, club officials and administrators

and instruct your children to do likewise;

- Support all efforts to remove racial vilification and any other behaviour that will degrade the game;
- Raise any issues through the correct channels:
Club, FFV Tribunal and Discipline department or
Victorian Equal Opportunity and Human Rights
Commission;

Parents' Code of Behaviour