

Helpful Hints on Team Management

The following are guidelines for conducting the meeting. CYSA highly recommends a get-acquainted party or picnic before the start of each season.

1) Briefly discuss with parents and players your personal philosophy and objectives:

- Reasons for coaching this particular team.
- Soccer background, coaching, playing, courses attended.
- Time availability for practices and games, help needed.
- Attitude toward winning and losing.
- Children and sports – sportsmanship.
- Aims and goals for upcoming season.
- Sideline behavior – practices and games.
- Discipline: handling a mild case – handling a severe case.
- Substitution.
- Lines of communication.

2) Compile a parent roster:

- Name, address, phone, emergency phone
- Vital information: child's nickname, allergies, medicine, parents work hours, etc..

3) Discuss parents' responsibilities to the players

- Provide transportation; arrive early for practices and games.
- Put identification on clothing, ball, shoes, etc..
- Create incentive to raise money for purchasing a soccer ball.
- Encourage practice at home and participate.
- Kick the ball around the yard in your spare time.
- Set up a backyard slalom course.
- Play one-on-one games.
- Provide game films and watch them together.
- Go to local amateur or professional games together – learn the game.
- Participate in social functions provided by the club.
- Present a positive sports-minded attitude.

4) Discuss parents' responsibilities at games.

- Exemplify good sportsmanship.
- Make positive calls to all players.
- Never criticize a referee's decision, learn the laws of the game.
- Stay behind the restraining line.
- Do not use profanity.
- Do not bother the coach.
- Support the team by attending all games.
- React positively to the team's losses and wins.

- No alcoholic beverages on the field.

5) Discuss parent's responsibilities with extra- curricular activities (e.g., helping the coach):

- Help in fund raising activities to pay for registration, uniforms, etc..
- Assist at practice sessions and games – only if requested.
- Provide team with needed articles, such as cones, bibs, etc. or suggest a source for these kinds of items.]

6) Responsibilities of Team Manager:

- Assists coach in registration of players, collecting birth certificates, etc..
- Makes chart to assign each parent duties.
- Supervises the fund raising activities.
- Arranges refreshments for the games.
- Collects and cleans uniforms, if necessary.
- Makes plans and arrangements for social events: e.g. picnics.
- Assists coach in last minute phone calls for changes in practice or games.
- Makes arrangements for team pictures.
- Creates newsletter to keep communication flowing between parents and coach.

7) Discuss practice sessions:

- Where will practices be held?
- What time will practice start and end?
- How often will practice be during the week?
- How many sessions are mandatory to attend?
- What are practice session rules?
- What procedure should be used to excuse the child?
- What are the consequences for missing practice?
- How will the child get home from the practice field?
- Can parents observe a practice session?

8) Distribute Handouts:

- Season schedule of practices and games detailing: location of the fields, times of events, arrival of players, expected means of transportation.
- Team rules regarding games and practice sessions.
- Handling of emergencies.
- Time and dates of social functions.
- Team roster including names and phone numbers.

- From FUNdamental Soccer Guide

Recommended CYSA Orientation Course Material, Author: Karl Dewazien