



7U-8U Recreational Team Manager Duties

The team manager plays a vital role in the success of a soccer team. Below are outlined some of the jobs which help the season run smoothly making the game enjoyable for all.

1. At the start of the season, enter team members' info into TeamSnap. Also obtain the team contact list with medical information from the Club Administrator and keep for emergencies. Official rosters are not needed at this age group. Medical waivers are only necessary if your team is participating in a tournament.
2. Magic SC has implemented a Player-Parent Code of Conduct in the 9u and older age groups. We are not asking the Super 8's to review the document nor have it signed by players or parents. Please emphasize key points with your players and parents at the beginning of the season.
3. Bring the Contact List document to every game or practice you attend in case of emergency. Please **DO NOT** share the CL with families. It contains confidential medical information needed in case emergency personnel are called to the field.
4. Distribute schedules and other pertinent information from the Club or coach as requested via TeamSnap. TeamSnap is our means of electronic communication. You are welcome once you receive the Contact List to request another parent enter the data. You do not need to be the one to complete this duty, unless you want to.
5. Organize additional playing or Club opportunities such as tournaments, indoor teams, scrimmages, and participation in Magic Night at Memorial.
6. Reschedule games if needed. Contact opponents' staff first, then Club Admin to secure the field.
7. If you will be short players, ask the opponent's staff if you could either borrow players or, if they will be low as well, discuss reducing to 1 field prior to the game. Feel free to contact them ahead of time, so you can skip the discussion the day of.
8. Help enforce code of conduct for players, coaches and parents. Misbehavior, rude words and interfering with coaches or referee at game has no place in the league, and can bring both league sanction, loss of coach license and monetary fines to the team, even if the misbehavior comes from a team's spectators. Contact your coach to report sideline behavior if you do not feel comfortable approaching the parent. You may also contact Youth Director Guillermo Real at youthdirector@magicsoccer.org, if you have a concern regarding your coach or with an opposing coach/parent.

Spring Season

Inform parents of online registration and confirm their intentions on your roster. 7U/8U teams: Email a list of your returning players, if known, to the Club Administrator so they are placed on the correct team when the family registers. **Remind parents of the registration deadline to ensure their child's placement on your team.**