



EASTWOOD DISTRICT JUNIOR RUGBY UNION

REPRESENTATIVE TEAMS

MANAGERS RESPONSIBILITIES

The role of the Team Manager is to provide all services required by a team that are not coaching related. The following guidelines are designed to assist Managers in successfully fulfilling this role:

Provide liaison between the Representative Committee and the team.

Compile a list of player's names and contact details.

Provide players with the Coach and Manager's contact details.

Ensure that all players are aware of the training schedule.

Provide all communications necessary for effective and efficient management of the team.

Use Team App to set up team communication and training schedule.

Arrange for Working with children check to be completed by everyone associated with the coaching or management of the team.

Attend clothing measurement day and coordinate distribution of gear.

Provide players and team official's names to photographer for inclusion in team photograph and distribute photographs when available.

Collect player Registration Cards from the Eastwood Juniors District Registrar prior to the first round of the NSW State Championships and Under 10s tournament.

Complete the NSW State Championships Team Nomination Form and return it to the Representative Committee.

Coordinate player injuries and rehabilitation.

Establish and maintain off field team discipline and behaviour.

Advise the parents of the players of the Representatives Parent's Dinner to be held on the Friday evening following the conclusion of the U/11-18 NSW State Championships. Obtain a list of names of those parents attending and collect their money for the dinner. Advise the Representative Committee Dinner Coordinator of the number of people attending from your team and arrange to deliver the money to the EDJRU Treasurer prior to the designated date.

Perform any other non-coaching duties as necessary.

AMF Player Social (Under 10s to Under 12s)

Managers are required to travel with the team.

Communicate and manage travel and event details.

Determine players and additional adults attending

Mark off each player on a role as they board the coach.

Maintain discipline during journeys and at the venue.

Coordinate any planned activities and meals for the team.

Under 13 and 14's- Travelling Teams

Coordinate selling of chocolates by each player

Organise the room allocation for players and parents

Develop a budget for the cost of accommodation, food, laundry and activities in consultation with the Eastwood Representative Committee

In consultation with the coaches develop an itinerary for the 3 days of JSC and communicate expectations to parents and players

GAME DAYS - GENERAL

Ensure that all players are aware of game venue and required arrival time.

Ensure that jerseys and other equipment are at the venue.

Collect jerseys at the end of each game and arrange for laundering.

Ensure that all equipment is collected prior to leaving the venue.

GAME DAYS – NSW STATE CHAMPIONSHIPS and UNDER 10s TOURNAMENT

In addition to the above:

Ensure that player Registration Cards are on hand.

Have the team line up at Ground Marshal or NSW State Championships Coordinator's table wearing their jerseys and in jersey number order at the designated time for identification and sign on by the Championship Officials. (Coordinate this time with the Team Coach to lessen impact on the team's preparation procedure).

Collect player Registration Cards from the Official following each game.

Following the team's final game, collect and launder all jerseys and return them to EDJRU as directed.