



# TEAM MANAGER

Team Managers have an extremely important role ensuring the successful management of the team and welfare of the athletes in their care at training and competition games.

**Responsible to:** The Team Manager is responsible to the President of the Club.

**Roles and Responsibilities-**The Team Manager should:

- Liaise with all team members, parents, coaches and officials to ensure the athletes are appropriately dressed and informed of training, competition and club functions.
- Adjudicate any problems that may arise amongst team members, parents, the coach and supporters.
- Act as liaison officer between the club and the team.
- Ensure the First Aid Officer is Onsite or your teams League First Aid. Check that players have their fingernails short, no metal tags on their boots and that water is available.
- Ensure the score card and any other rules/regulations of the competition are carried out.
- Ensure all welfare and safety requirements for the team are met.
- Receive money from players for any Team Break-Ups, club fundraising or any club functions. Providing a receipt for any money to the player or parent and handing the money to the treasurer as soon as possible.
- Distribute to players and coaches any relevant club information and any State Association information.

**Knowledge and Skills Required-**Ideally a Team Manager is someone who:

- Has strong interpersonal and oral communication skills including the ability to effectively liaise with athletes, coaches and administrators.
- Has strong organisational skills.
- Has a sound knowledge of the selection procedures and rules/regulations of the Competition.

## **Bench Rules & Regulations**

Team managers are to remain seated on bench at all times. Under no circumstances is the Team manager to call instructions to the players during the game and at no time is he/she permitted to enter the field of play unless instructed to by an Official. At NO time is a team manager to pass comment to any Official regarding rulings that have or have not been made. This includes all comments that are directed at Referee and also to Touch Judges, any comments made either at Referee or Touch Judge will result in serious action being taken against offenders. All Team managers must have their Blue Card and ID when sitting on Benches. Team Managers are bound by the [NRL's On-Field Policy](#) and [Code of Conduct](#).

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