



Huntsville Futbol Club

Role and Responsibilities of the Team Manager

A competent team manager is a critical part of our success at HFC. The manager has a tremendous responsibility to the coach, team, and club and is instrumental in the success of a team on and off the field. A manager is the main bridge between parents and the coach. When a team is managed well, the coach is free to work with the players and maximize their development. For this reason, we would like to help you understand your role. By the way - your work is greatly appreciated!

I Will:

- Coordinate practice, game and tournament schedules with direction from the coach.
- Follow the recommended Conflict Resolution document.
- Not get involved in coaching decisions.
- Foster positive communication between the coach and parents.
- Pass all pertinent information from the coach/club to the parents on time.
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- Understand that a manager has no responsibility regarding strategy, technical, tactical, physical, and psychological aspects of the game as well as player positions and play time. All of those questions are directed to the coach.
- Follow the guidelines of the HFC Conflict Resolution document when a problem on the team needs attention.
- Be present at meetings when a coach meets with a parent(s).
- Enlist the coach to answer all questions regarding training and game situations to the parents.
- Only discuss a player with the parents of that player.
- Understand that parents should only be concerned with their own child.
- Maintain a neutral position with the team.
- Refrain from disciplining a player and defer to the Coach.
- Make the Coach aware of any problems or potential problems regarding the team or individual players.
- Consult the appropriate Club Administrator for advice/instruction when dealing with my duties as Team Manager.