



SAMPLE TEAM MANAGER DESCRIPTION

Team managers have an extremely important role in ensuring the successful management of the team and the welfare of the athletes in their care. Regardless of the team you are managing – club, state or national – the responsibilities and duties are similar. The team manager's duties, however, become more extensive when managing teams interstate or overseas.

Team managers reports to the head coach and/or assistant coach and has the following roles and responsibilities:

- Update Facebook, TeamApp and/or website with team selections
- Advertise playing fees to members
- Maintain team fixtures
- Liase with senior coordinator on required equipment and resources
- Negotiate any issues between coaches and players
- Ensure safety of players
- Monitor culture of teams and sportsmanship of players
- Liaise between committee and teams
- Ensure match cards are completed and sent to relevant association
- Update coaches and players of updated rules and regulations
- Oversee collection of fees from team members

