



Willetton Tee Ball Team Manager Role

Thank you for volunteering and being involved in your child's tee ball season! This document aims to outline the responsibilities of the Team Manager role.

Uniforms:

The Team Manager is responsible for allocating supplied uniforms at the beginning of the season. The Team Manager will collect uniforms from each player at the end of the season (ensuring they have been laundered) and return these to the Club.

- The uniform consists of black or green pants and a team shirt supplied by WBC
- Players must supply their own long white socks, tee ball glove and club hat
 - Socks and glove can be purchased at sports stores (such as Armandos, Rebel or Fielder's Choice)
 - Hats can be purchased from the Club Canteen for \$20 each
- Shirts should be tucked in when players are on the diamond, and hats must be worn during games
- Team shirts should only be worn for the game. Please request players do not wear their team shirt for training.

Parent Helper Roster

Our Club relies on parent helpers in order to run the games each week. Prior to the commencement of the first game, the Team Manager will create a weekly roster for parent helpers. The Club can provide a template for the roster if required.

- Prior to preparing the roster, it is advisable contact the families to check if anyone is planning to be away for any games
- The Coach and Team Manager have a role each week and are not expected to fulfil any other duties
- If a family is unable to fulfil their allocated duty for any reason it is the responsibility **of that family** to ask another to swap and then to advise the Team Manager of the change. Managers are not expected to take on that duty or arrange a swap.

Important: Parents/Helpers allocated a duty on the diamond (coaches, plate umpire, base umpire and base coaches) must wear closed in shoes.

Games Played

The Club tracks the number of games played by each player in order to celebrate milestones such as 50, 75 and 100 games. The Team Manager will keep a record of the number of games played by each player over the course of the season. The Club can provide a template if required.

Support the Coach with players on game day

The Team Manager will spend the game in the tent with the players. Some of the roles of the manager on game day may include:

- Organising children into their allocated batting order
- Organisation of gear
- Assisting with helmets for batters and fielders
- Assisting to put on the chest plate for pitcher
- Encouraging safe practices such as players sitting on benches during batting innings and only one person swinging in “batting circle (safe place)”
- Ensuring that all children are seated with their team and not with their parents to encourage team spirit and unity.

Encourage children on the bench to watch the play and encourage team mates

At Willetton Baseball Club we operate under the principals of fun, fair play, fundamental skills and family participation. All adults involved with teams should model good sportsmanship at all times and encourage children to develop as team players. The children are always watching how adults respond and react to situations so please ensure that you are always demonstrating encouraging behaviour.

Some helpful things to know:

1. The team mentioned first in fixtures is the **Home Team**:
 - Sets up the shade tent and bench on the first base line (behind dead ball line)
 - Fields first
 - Supplies the plate umpire
 - Sets up the diamond
2. The team mentioned second in fixtures is the **Away Team**:
 - Sets up the shade tent and bench on the third base line
 - Bats first
 - Supplies the first base umpire
3. Each team
 - Supplies one scorer each week
 - Supplies a First Base Coach each week
4. Coaches may also choose to have a third base coach
5. The teams playing on Diamond 4 **MUST** provide a canteen helper – allocate two families to this role so that they can volunteer for half a game each.

What should I do if I have a question?

- Contact the committee via the email: teeball@wbc.asn.au
- Talk to one of the committee members on Saturday mornings