

### League Rep.

- Create season schedule and distribute to teams
- Website and registration
- Schedule officials for end-of-season tournament
- Book venue for tournament
- Purchase and distribute uniforms to HS Coach
- Collect league fees
- Pay for facilities used on league nights
- Get insurance for league
- Order medals/trophies for end of season tournament
- Schedule coaches training night.
- Provide game balls, and equipment for game nights/tournaments.

### High School Coach

- Assign Assistant High School Coach/Parent Volunteer to be contact person (**Program Director**) between school and League Rep\*
- Schedule tryout time/team placement at school facility
- Provide mentorship, basic skill development training for Jr. Program Coaches
- Schedule Jr. team practices (if applicable) 2 times weekly at school facility
- Provide facility equipment for Jr. team practices as well as scheduled match nights.

\*If coach chooses not to have a **Program Director**, the PD responsibilities should be handled by the HS Coaching Staff.

### Program Director

- Work with the head coach to schedule practice times for teams at school facilities.
- Work with the league rep to finalize the registration process for your school.
- Collect program fees from players. Usually \$ to cover practice gym fees.
- Distribute season schedule to Jr. Program Coaches
- Communicate with parents about tryouts, season schedule, etc.
- Distribute uniforms to Jr. Program Coaches
- Serve as a floating coach at practices and a substitute coach at matches (if necessary)

### **Jr. Program Coach**

- Assist in team tryouts and formation of teams based on skill
- Attend basic skill development training provided by HS coach and any league clinics for coaches.
- Distribute uniforms to players
- Communicate with parents about season schedule, practices, etc.
- Hold practices 1-2 times weekly
- Coach during scheduled matches and end-of-season tournament