



Paris Soccer Club Team Manager

Role

Support the coaching staff by managing a team's communications about practices, games and team events.

Help the association to

- Manage a teams' events, activities, games and other team functions. Communicate all information to players families so they are aware of practice and game schedule.

Time commitment

- One year term
- On average, 2-4 hours per week

Responsibilities

- Attend PSC coaches clinic
- Review coaches resources and submit all volunteer paperwork including Vulnerable Sector Police Check
- Create regular team correspondence on behalf of coaching staff
- Arrange for a team meeting at start of season
- Meet with coaching staff to discuss you roles and how you can support their work and the team at large
- Be available to speak to parents to listen to their ideas, concerns and develop camaraderie.
- Organize team website page by entering scores, stats, player of the week, event info, etc. Arrange for team meetings and team events. Maintain record of player injuries, suspensions and absences and notify coach when it is needed to call up an AP player.
- Deliver a fun experience

You are

- *interested in the sport of community soccer*
- *willing to share your knowledge, experience and passion of soccer with your players and fellow coaching staff*
- *committed to the confidentiality of all Paris Soccer Club including player records*
- *genuine interest in participating and supporting community volunteer events*
- *interested in community development in Brant county*

