

---

## TEAM MANAGER ROLES AND RESPONSIBILITIES

Team managers are a wonderful asset to teams and play an important role to help support the coach and organise rosters and communications to allow the coaches ample time to focus on coaching the players. The role of team manager is not difficult. It requires a little organisation, and a current Working with Children Check - which is free as a volunteer. See [www.workingwithchildren.vic.gov.au](http://www.workingwithchildren.vic.gov.au).

### Scorer / captain roster

Before the start of a season, the team manager needs to put together a fixture and roster for weekly scorer/captain duty. This document can also include players and parents' contact details. See [Roster template](#) for example. You can save a copy of this template to use for your own team. Make sure the roster is up to date following grading rounds.

### Group chat and game day reminders

Many teams have a Facebook Messenger or WhatsApp group which they use to communicate. This can be set up by the coach or TM. Some teams even use an app called [Heja](#). Use this group chat for all your communication including sending a weekly reminder. The weekly game reminder should consist of:

- Game time and arrival time for warm up (usually 15 mins prior to game).
- Court number.
- Who's on scoring/captain duty.
- Reminder to cut nails and remove jewellery.

### Netball Connect APP

At the start of the season, make sure all parents in the team have downloaded the Netball Connect app. They will need to add their team to the watch list by searching for Trinity (MENA). See [Netball Connect app for spectator](#) for more information.

### MVP votes

TM is to organise parent votes for each game. The parent that is rostered on to score for the game needs to provide MVP votes in the form of 3, 2, 1. With 3 being the most votes. This can be done using paper or an online form such as google forms. See example below of google form.

<https://forms.gle/ExA3EKiQ2sAXSgJP9>



---

## On game day

- Support the coach, who can be busy on game day, by assisting as an additional contact point and elsewhere as required.
- Make sure the scorer on duty knows what they are doing, i.e. collect the score sheet and return the score sheet after the game; how to score (scoring tips listed below).
- Help carry the team game day bag and drink holder.

## Club chat group

All Team Managers need to join the club group chat to keep updated with the latest news and events from the club. Go to <https://trinitynetballclub.teamapp.com/> and request to join the Team Manager group chat. This chat will provide you with all club information such as events, fundraisers, presentation day, etc. that you will need to pass onto to your team.

## Team events

Together with the coach, TMs can assist in organising end of season events, team bonding days such as Vixens game day outs, dinners etc. It is also expected that you organise the team to put in for a thank you gift for the coach at the end of each season.

## Resources

Here are some tips from the MENA website to help you score:

1. HOME team collects the scoresheet from the MENA competition office 15 mins before the game.
2. Regular players' names should already be printed on the scoresheet. New or fill-in players must be written on the scoresheet.
3. Each quarter, tick the players that take the court.
4. HOME team scorer complete the scoresheet during the game. This team will also take the first centre pass.
5. AWAY team scorer – make sure you stand with the HOME scorer and verify the recording during the game. This team will also choose the end to shoot goals.
6. End of game – Winning team's scorer to get both umpires, captains, and scorers to sign the scoresheet.
7. The winning team returns the scoresheet to the office window.
8. If it's a DRAW – the home team returns the scoresheet.

Each team must provide a scorer. Scorers must stand together. The winning team is responsible for returning the completed scoresheet to the Competition office.





Indoor courts have a central score bench and electric scoring. One scorer should complete the scoresheet and the other scorer will operate the electronic scoreboard. Instructions for the use of the score bench are located beside the controls.

Outdoor courts do not have a score bench. Scorers need to be in the centre of the court, on the sideline standing together. Outdoor the AWAY team will use the flip board scoring.

Scorers for under 9 teams will not be required to operate the electronic scoreboards inside the stadium or use the flip board scoring for outdoor courts.

## Fill in Players

If you play any player that is not a permanent member of your team, or is a new team member, or is a fill-in player or someone playing up, then record their name and DOB on the back of the scoresheet (with NV number if they are not MENA registered). Failure to comply with any of these conditions WILL result in the team incurring a 1 championship point penalty.

A player must play a minimum of 4 games in a team each season to qualify to play in any finals that season (U9s excepted as they do not have finals). Players can play 3 games in a higher age/section or ranked side, however, once they have played 4 games they will be regarded as a member of the higher-ranked team for the remainder of that netball season.

## Map of Maroondah Nets courts

