



Managers

1. Serve as team representative and liaison between TCWSL Board of Directors and team members. Communicate rules & policies to your team members.
 - a. Examples include: slide-tackle rules for your division, mandatory shin guards, substitutions, etc.
2. Attend mandatory league meetings or send a team representative to attend in your place.
 - a. Failure to have team representation will result in a \$25 fine/meeting.
3. Send home field dates/times to Games Commish by the given due date.
 - a. Once the schedule is provided, verify your schedule is correct (e.g. home games align with what you were given, etc.). Notify Games Commish of any discrepancies or issues.
4. Ensure all players are registered/listed on your roster in the system (fall: all players; spring: new players. Remove players not actively playing for the specified season.
 - a. Players cannot play without properly registering. Failure to comply will result in disciplinary actions, including but not limited to forfeiture of game(s) where violation occurred.
 - b. Ensure each player's jersey number is correctly noted in the system.
5. Bring a roster & dues for the referee fees to each game.
6. Ensure fields are properly lined prior to game time. Bring appropriate equipment (if applicable) to each game - corner flags, nets, etc.
7. Report scores and any yellow or red cards in the system no later than the 1st Wednesday after the game.
8. In the event of a field closure, you **must** notify Games Commish and the captain of the opposing team immediately.
 - a. Cancellations due to field closure should be made no later than 8am Sunday morning. If the game is not cancelled in time, the teams will still be responsible for referee dues.
 - b. **Teams may *not individually or collectively* decide to cancel/postpone a game due to weather or other circumstances.** Only field owners (club, school, township, etc.) may close the field. Alternatively, the referee may deem the field non-playable upon arrival.
 - c. In the event of field closure, the home team is responsible for securing an alternate time/field for the postponed game. Failure to do so will result in a forfeit & accompanying fines.
 - i. If the guest team fails to accommodate the home team's reasonably rescheduled game, they will be assessed the forfeit and accompanying fines.
9. Teams may only borrow players from other TCWSL teams if they receive permission from the opposing team.
 - a. Must have 7 of your own players in order to play (otherwise you must forfeit).
 - b. Number of gameday players shall not exceed opposing team numbers *and/or* is capped at 11-12 gameday players.
 - c. Select division-appropriate subs.
 - d. Players must be registered with our league.



Captains

1. Gameday captains can vary each week.
2. Act as team representative and liaison between players and the referee.
3. Maintain order and minimize conflict by recognizing the signs and addressing them early. Situations include excessive banter, inappropriate talk, overly-aggressive play, etc. Potential resolutions:
 - a. Talking to the referee and/or opposing captain prior to the game, during halftime, and as needed to make sure everyone is aligned (e.g. call a tight game, etc.)
 - b. Moving player field positions to minimize conflict with a particular opposing player.
 - c. Subbing out players as needed to “cool off”. Talk to the player privately if necessary.
 - d. If conversations with the referee, opposing team captain/manager, and players do not resolve or minimize the conflict, you may opt to stop play and contact the Games Commish immediately.