

ERYLAX MANAGER

Thank you for volunteering! Being a Team Manager is an important role which the coaches, player and families all appreciate.

Contact Tricia Jenni tishy@jennifamily.com if you need Admin privileges on the ERYLAX team page. This will be how you communicate the easiest with your Team families.

Editing or Emailing Your Team:

Log in > your team page > click to edit mode (upper left) > Admin > Manage Team > (in this mode, it will default to what sports engine users have set profile settings to email/text or both, they can do this from the main log in page drop down box under my profile) > click all boxes or a few members > message > send your message.

Calendar

While in edit mode you can do all sorts of things to keep organized. You can change the layout of the page and move things around. This is optional. Please DO NOT delete the calendar. Since Kirk Dukatz has done a fantastic job adding practice and game times already you won't have to deal with that at this time. Game times do change, so check the Youth lacrosse MN page often. I have found it helpful to post the link on the team page.

<https://www.youthlaxmn.com/page/show/4122725-ylm-summer-league-2018-summer-> This is for 10U-14U we're West NW.

GIRLS <https://www.mslax.net/page/show/4684972-season-information>

8U Boys

Adding a Game to the Calendar

If a game needs to be added, make sure to Click on GAME SCHEDULE not add an event. This will allow you to add scores to your actual game schedule.

Reporting Scores

Please update scores after games on the ERYLAX team page as well as report the scores to YLM. The winning team reports the score. A quick email to YLM for 10U-14U Boys with Date, teams, level of play, final score.

Boys 10U-14U <https://www.youthlaxmn.com/ylm-contacts>

Girls <https://www.mslax.net/home>

Boys 8U

If you notice the winning team did not report the score please feel free to do so.

Parent Volunteering

While in EDIT mode you can add a page element and create a table builder. This is a great way to assign parents to work the score table during home games. I usually assign them games and say if they have a conflict to find a family to switch with. They will run the clock for Home games and keeping score at Away games. 2 parents one from each team usually work best. Managers

or coaches will collect the score sheets at the end of the game. We usually don't need these but they're good to have in case of any conflicts. This volunteer family is also responsible for setup/cleanup of nets, score table etc. Coaches families should not have to volunteer.

Chill Manager

As a Manager you will either assume or assign the responsibility of keeping everyone calm. This isn't always easy, but I have found that if you remind parents before the first game start that they're not aloud to confront Refs or coaches during games it usually helps. We have a lot of great families so I don't think we will have any issues. The 24-hour rule is in effect: Please inform parents to wait 24 hours before confronting a coach.

Picture Day

Reminder email to families about pictures. Pictures are scheduled for May 30th at Oak Knoll. Details to come. Please have players arrive 15-20 min early. Team Manager helps to get players together and make things run smoothly.

Tournaments

The Team Manager will be responsible for setting up room blocks with hotels for tournaments. Steph already did it for us for the Farmington tournament. Yay Steph!

Occasionally Some tournaments will require the manager to register the coaches and players. You will want to check on that and make sure any waivers, jersey numbers etc. are all together before the tournament. Sometimes they will have apparel available to purchase in advance so you will make sure the team receives the info.

Check with your coaches if they would like to have a picnic lunch or plan a team lunch/dinner.

Roster cards

Once you have the official roster contact parents for players number and parent names so you can create a roster card. This is very helpful to cheer on the players and get to know everyone.

News Aggregator

If you add this to your page and the families have been informed to use the Mobile App you can send them instant notifications when a game time changes or important weather cancelations need to go out. Each team page has a mobile ID at the top of the page.

End of Season

Coach gifts: This is a great way to show appreciation for al of the time they dedicate to our kids.

Communication

Please Talk to your coaches see what they need. We want them to be free to coach and not answer tons of questions. Let the parents know to come to you with any non-coaching related questions.

Please feel free to contact any of the Board Members with any concerns. We truly appreciate all your help!

