



# RSL-AZ Manager Meeting

**Getting Started**

THANK YOU!!!!

- Thank you for volunteering and helping to make your team successful!!!
- We are here to help you.

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# Managers Role



- Help with Club Communication
- Help coach with team communication
- Help coach with team logistics for events
- Ensure Player eligibility to play (registration & Data Collector)
- Share schedules with team (BYGA)
- Help team navigate/coordinate travel
- Work with treasurer to register and pay for events
- Tournament Requirements
- Carry passes and medical releases

**Note-** You shouldn't need to stalk people for team fees or settle arguments or explain any events on the field. – Get your coach involved.

# First Steps (In process or complete)



- Contact list from Coach - BYGA
- Manager/Treasurer/Spirit Shirt Coordinator selected
- All players need to complete Data Collector on BYGA
  - Birth Cert
  - Online R002 (medical Release)
  - Headshot
- Uniform link to players from soccer.com (white shorts/socks/bag are on the recommended tab)
- Banking information received completed and returned to Sarah – waiting on bank specific paperwork
  - \*2 docs need to be signed and returned to Sarah.

# BYGA at a Glance



- Roster/guest players
- Practice schedule
- Game schedules
- Team Communication
  - Email
  - Chat & SMS

& More

(additional training June 7<sup>th</sup>)

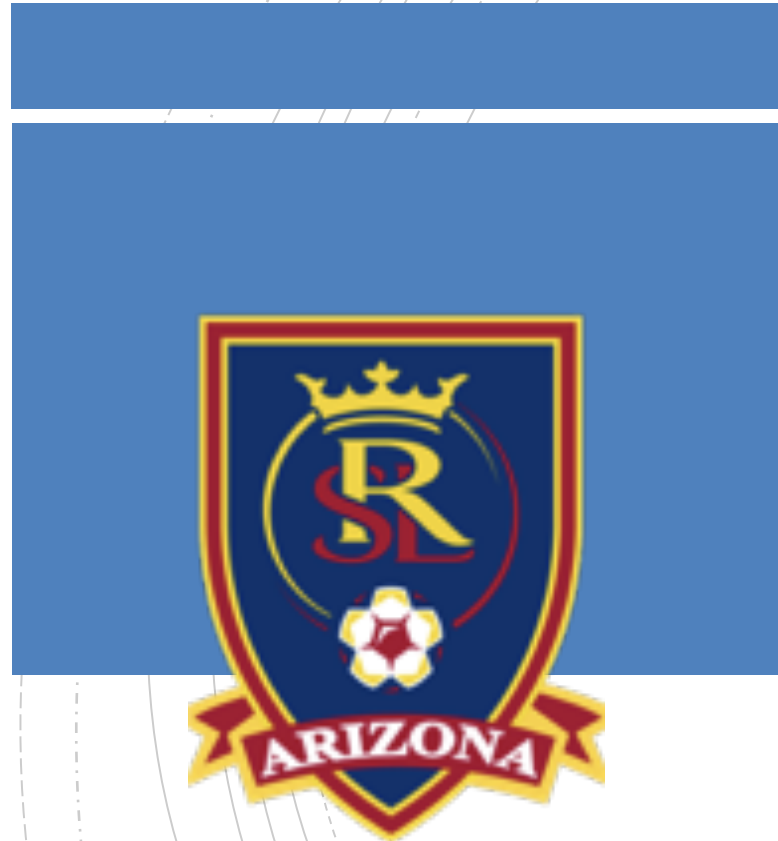
# Next Steps on Your TO DO List

- Managers/treasurers – US Club requirements (Safeport/Background check) – Not until June 1st
- Team Officials work with Coach to create a Tournament list
- Create your team budget (See banking email sent last night with a team budget template)
- Spirit Shirt Fundraiser introduced to the team with a fundraising goal. - see sprit shirt page
- League & Event Registration



(More details next meeting)

# Manager/ Treasurers US Club Requirements

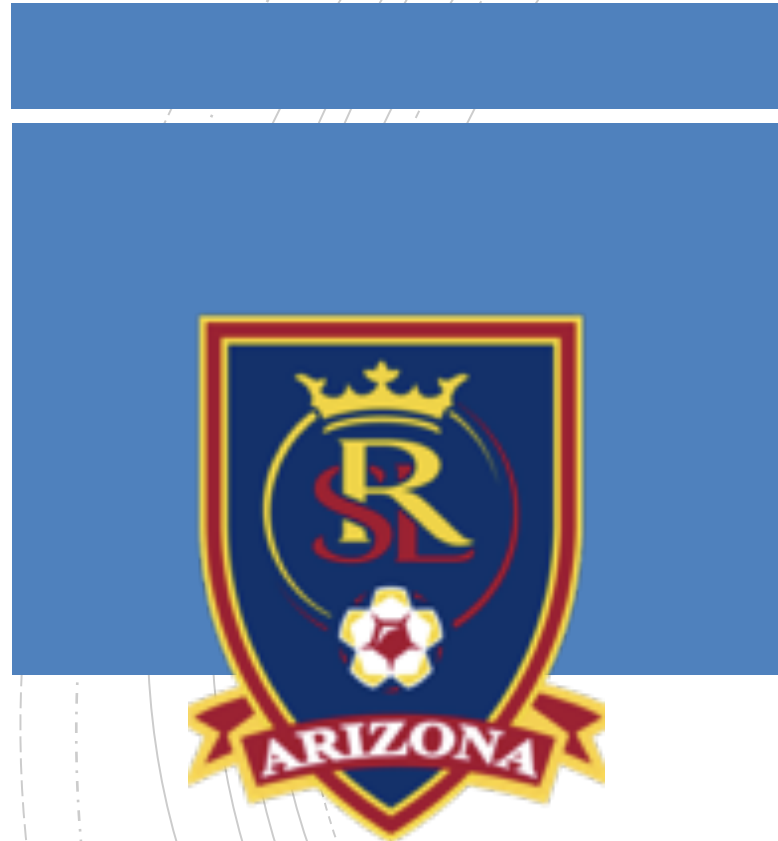


- Background Check every other year
- Safesport every year
- US Club disqualification report
  
- Wait until June 1<sup>st</sup> - full instructions will be sent.

We will review this at the May 31<sup>st</sup> meeting

(More details next meeting)

# Creating your Team Budget

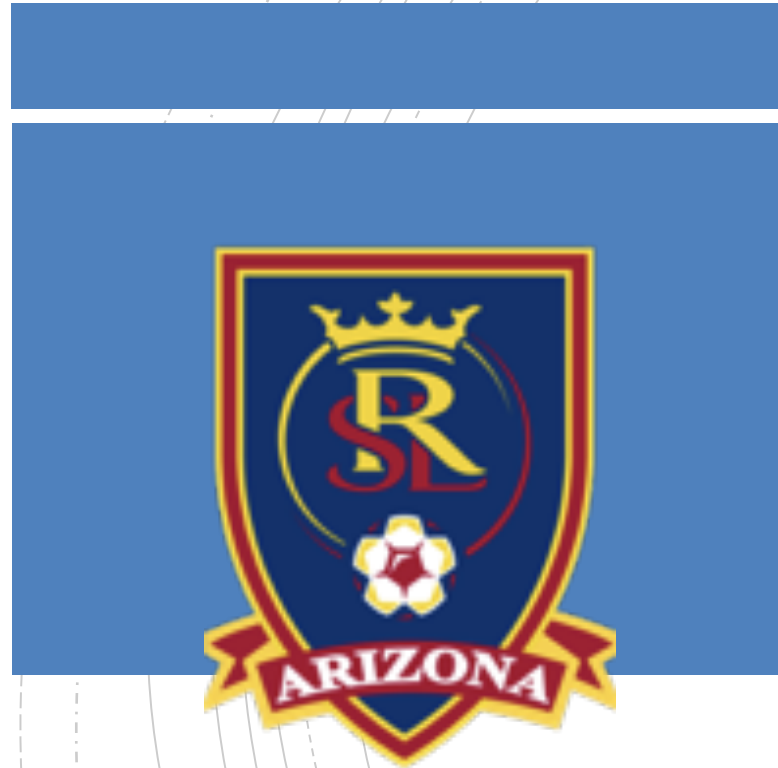


- Managers/Treasurers work with Coach to create a Tournament list and budget (See banking email sent Monday with a team budget template)
- Based on what events you want to do.
- Factors to consider:
  - League fees
  - Referee fees
  - Tournament fees
  - Coach Travel Reimbursement
  - Team equip purchases (balls/tents/benches etc)
- \*\*\*\*Share budget with your team.
  - This will also be your spirit shirt fundraising goal.

(More details next meeting)



# Common Getting Started Questions



- **BYGA vs Gotsport**
- **Where is my roster?**
- **What/where is my “official roster”**
- **How do I add players?**
- **What are player passes and why do I need them?**
- **How do I get player passes?**
- **What if my roster is different for each game?**
- **How do I add borrowed players?**

# Soccer Alliance of Arizona (SAAZ)

League Play

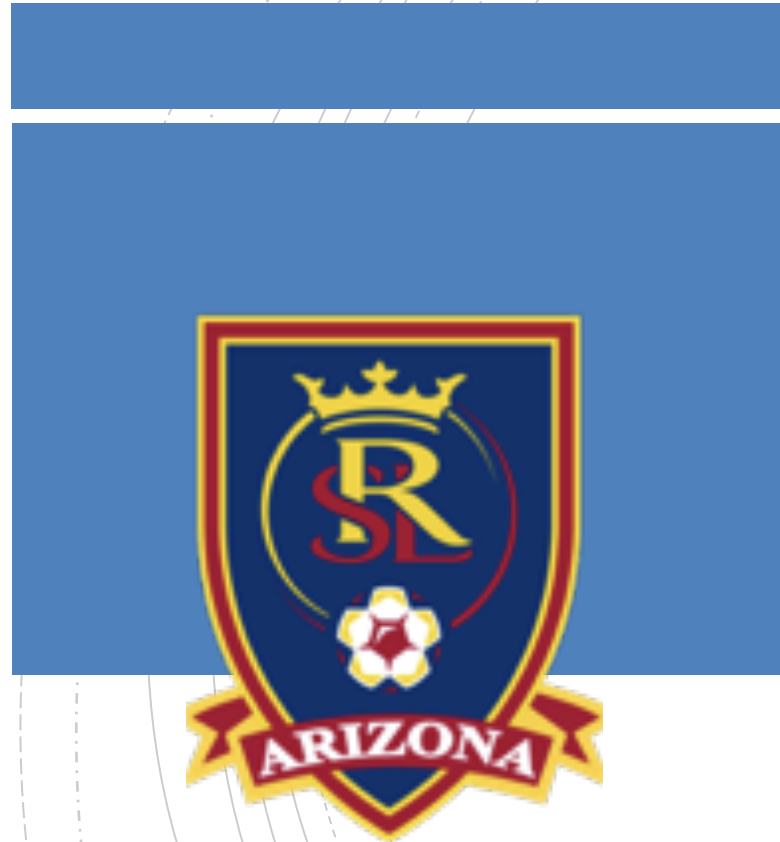


NPL -3 levels  
AZDL – many levels  
Youth Academy (U7-U10)

**IMPORTANT:** Please reach out to your coach to make sure they know the level the team will apply for. Directors are working with them now.

SAAZ league registration opens on June 15th

# Your Registrar for SAAZ Teams



Kimberly Gomez – South  
[kgomez@rslaz.org](mailto:kgomez@rslaz.org)

Sabrina Parsons - North  
[sparsons@rslaz.org](mailto:sparsons@rslaz.org)

Additional Support  
Megan Belles – [mbelles@rslaz.org](mailto:mbelles@rslaz.org)

# Other League Admins

League Play



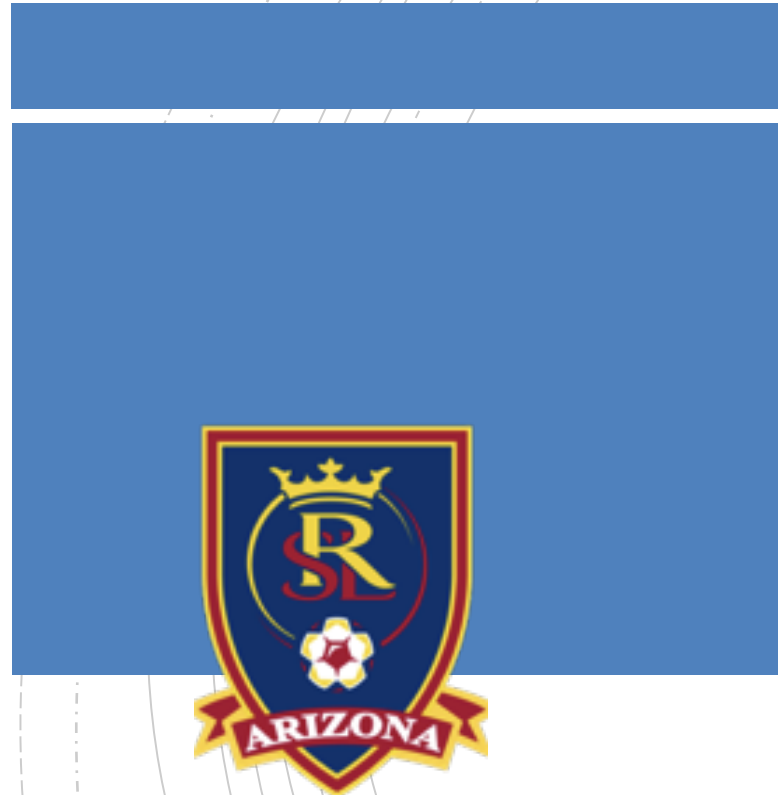
- EA – Elite Academy (North & South (Megan Belles)
- ECNL & ECNL-RL (Summer Anderson)
- MLS Next (Marta Armida)

# Seasons



- The 22/23 season runs through July 31<sup>st</sup>.
- The 23/24 Season officially begins Aug 1 but we can start printing the new passes July 1<sup>st</sup>. (But we can queue up players into their new teams now.)
- Your team age in GotSport will automatically “age up” on Aug 1<sup>st</sup>.
- Managers should not change a team name or add players (except for specific event rosters) – GotSport or BYGA
- Players turning 18 in the 23/24 season will have to complete Safesport prior to being able to register to the team.

# Official Registration with your Registrar



- The registrars are registering teams as quickly as possible.
- Please let your registrar know the date of your first event.
- Teams will be prioritized in the order of their first event.
- Managers will be contacted when passes are ready for pick up.

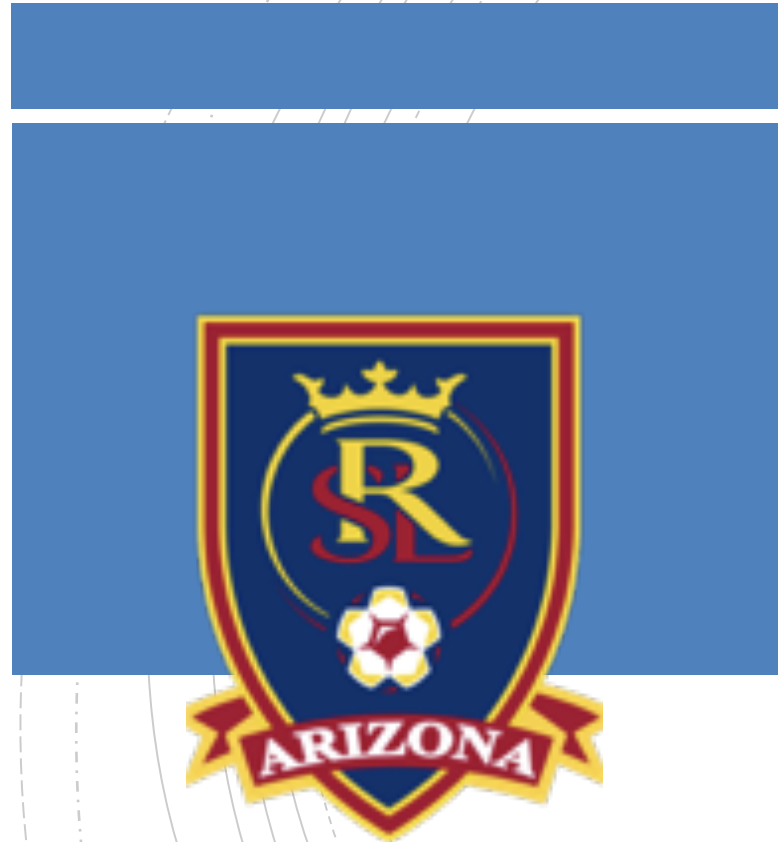
# Volunteer Bond



- Volunteer Requirement – 4 approved hours & 5 raffle tickets
- Managers & Treasures – I will remove your bond over the summer.
- Spirit Shirt Coor – I will remove bond once they sell their tickets.
- Lots of hours available around our tournaments.

<https://www.rsl-az.com/volunteer>

# Managers Corner



- **Manager Tips**
- **Spirit Shirt**
- **Treasurer**
- **New Player Procedures**
- **Coach Travel Reimbursement Policy**
- **Uniform Page**
- **Team Tent Order Form (optional)**

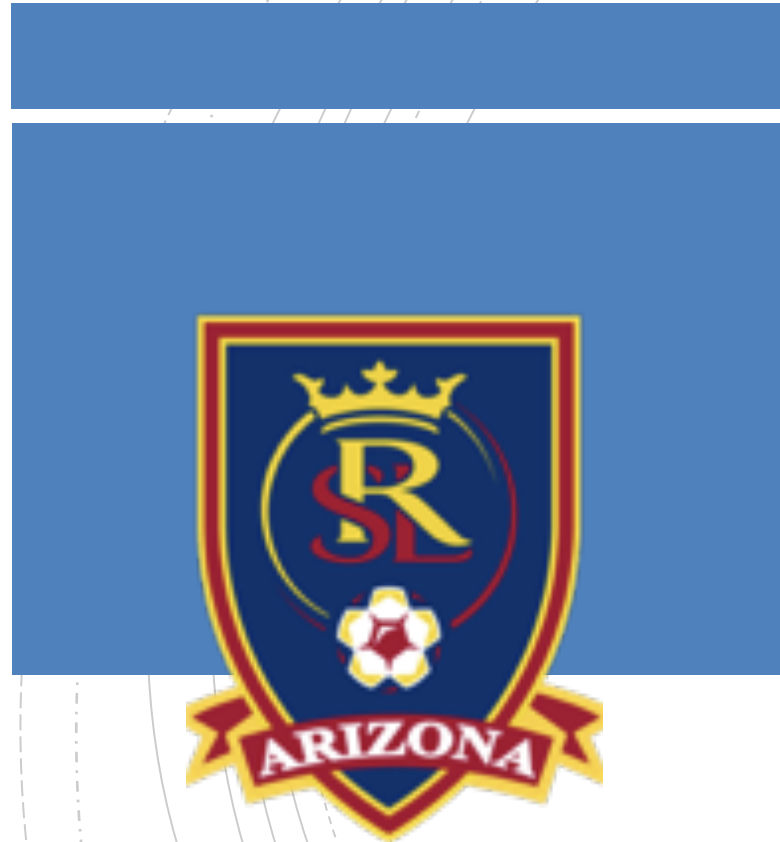


# Housekeeping



- Always tell us your team's name when contacting us.
- Please don't copy us on routine emails to your team.
- Team Names Club, Birth year, gender, coach name  
RSL AZ South 06 Girls Garcia
- Ask questions
- **MOST IMPORTANT – DEEP BREATH!!!!** There's a lot of information here.

# More Learning Opportunities



- Wednesday May 31<sup>st</sup> - 6pm
  - Background check/Safesport
  - Tournaments and League registration.
  
- Wednesday June 7th- 6pm
  - BYGA – a closer look



# Questions

Contact me with questions

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