

ATOMS TEAM MANAGER ROLE

Thank you for taking on the Team Manager's (TM) role with Atoms Basketball Club and for your team.

You can now login via the below link to access all details for your team.



[Login for Team Managers](#)

TM acts as the first point of contact for players and the team and carries out various admin on behalf of the team.

Being a **TM** is a wonderful opportunity to meet and connect with the basketball and the school community, help the club, your kids and requires very little of your time!

This role is essential to the smooth running of the team.

The team manager works in a co-operative role with the coach to ensure all aspects of team operation run smoothly.

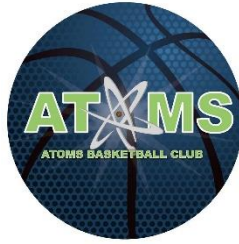
This is particularly necessary when a junior coach is involved. In general, the manager is responsible for off-court organization of the team, while the coach is responsible for on-court activities.

The key to this role is to get all parents involved. The best way is to create rosters at the start of each season via a WhatsApp group.

The **TM** is generally responsible for off-court team management activities while the Coach is responsible for on-court team management activities.

The club fully supports its **TM** throughout the season.

Send out the codes of conduct to remind all that we are not playing for sheep stations.



CODES OF CONDUCT



[Codes of Conduct \(atomsbball.com\)](https://atomsbball.com)

Prior to the season you will be added to the **TM** WhatsApp group



The following is a summary of **TM** Things to do:

1. TOWARD THE END OF LAST SEASON AND PRIOR TO START OF NEW SEASON

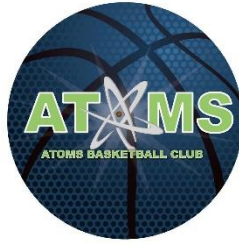
- Before the end of the season [2 rounds to go] ask all players/parents and coach if they are returning the following season.
- Any change in the team structure, whether it be players, Coach or Team Manager needs to be confirmed as soon as possible to enable replacements to be made where necessary.
- Confirm players for the new season and add or remove players from side with your Atoms Team manager login.
- Have new players register with Atoms if they have not. So, you can add them to the side. [Atoms Join a team](#)



2. NEW SEASON

- Organise parent scorer's roster (Usually via comms In a WhatsApp Group)
- Round 1 match - The Club will advise you of your match time and venue for the first round. This advice is often not available until late in the week prior to this first match





3. DURING THE SEASON

→ Send reminder email to parents on a weekly basis of game time and venue



→ Explain scoring to inexperienced Parents, please also refer them to the [PlayHQ electronic scoring video](#).

→ Distribute Atoms information to parents as required.

4. END OF SEASON:

→ If the team makes the finals, ensure Parents/ Players are aware of venue and time.

→ Advise Parents/ Players of end of season celebration details.

→ Before the end of the season [2 rounds to go] ask all players/parents and coach if they are returning the following season.

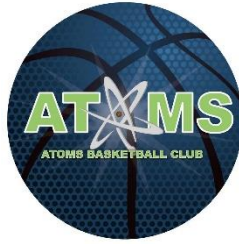
→ Any change in the team structure, whether it be players, Coach or Team Manager needs to be confirmed as soon as possible to enable replacements to be made where necessary.

5. UNIFORMS

→ are ordered via our online store [Here](#)



Once you get started, most of the above falls into place although I can appreciate reading through this that it looks a little daunting at first! If you have any queries don't hesitate to contact us – We are only too happy to help.



GAME DAY

- Make sure there are enough players to field a team. We are allowed to start a game with 4 players, but not with 3. If we need to forfeit a match because we don't have enough players, it must be done at least 24 hours in advance, otherwise we must pay a hefty fine. To forfeit a match, notify Atoms as soon as possible but also you should also ring around the teams who are playing in the age group below yours to find some extra players (i.e., U14 teams should get U12 players to fill in, or can use other U14 players from a lower division).
- Players and coaches should arrive 10 minutes prior with water bottles.

FINALS ELIGIBILITY

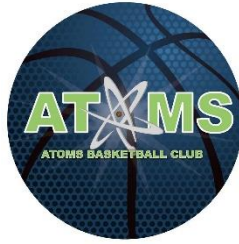
- CCBL requirements for player eligibility for the finals is that each player must be registered in PlayHQ and have played a minimum of 5 games during the season, after they have registered. If players need to be manually added on the iPad before the game, they haven't registered on PlayHQ, and the game doesn't count towards finals eligibility. It pays to be attentive to this duty at the beginning of the season to ensure that all players have achieved finals eligibility – then you can relax! Towards the end of the season [about 3 rounds to go], if you are unsure about the eligibility of any of your players and your team looks like it will be a finals contender, able to tell you. If an ineligible team member plays during the finals, the team will be disqualified!!!!

END OF SEASON AWARDS

ATOMS Offers two awards and participation medallions to each team

- Most Valuable Player (MVP) award and a Coach's Award.

The MVP will be awarded to the player with the most votes throughout the season for the team. Each week the team manager in consultation with a parent scorer will give a 3, 2, 1 points to who they believe were a great contributor on the day and keep a record of these points for the season. We believe this is a bias approach. At the end of the season the player with the most points/votes will win.



The MVP votes will commence at the beginning of each season and will not include finals games.

- **Coach's award** for encouragement, to be named the Wellard (After Brenda Wellard the Founder of the Club).
This is an award that will be judged by the coach and may be given for a variety of reasons, e.g. to the player who has tried the hardest, or who has improved the most over the season, or who has been the best team member or has listened to the coach better than anyone else. This is to be a different player to the winner of the MVP. There is no need to give points each week for this award.

And..... Thank you.

No team can operate with any degree of competency without a **Team Manager**.
You are invaluable.

Atoms Basketball Club

