

## **Davis Lacrosse Association (DLA) - Team Level Responsibilities**

**Coach/Assistant Coach** – Parent or age appropriate student, ideally with lacrosse and/or coaching experience interested in learning and teaching the sport of Lacrosse within the parameters of the Positive Coaching Alliance and Davis Lacrosse Association guidelines. Materials and training will be provided. Head coaches are paid a stipend as an independent contractor.

**Team Manager** – Primary coordinator for team support. Recruits other team parents for key tasks and fills in where necessary. Assures coaches have necessary support. Is the primary contact person for the parents for any schedule changes and relays messages as necessary via email, web site and/or voice mail. Follows pre-game protocol (For boys <http://leagueathletics.com/Files/Text/Documents/2273/10923.pdf> and for girls <http://leagueathletics.com/Files/Text/Documents/2273/11770.pdf> )

**Scorekeeper** – Keeps official score. Should be at field 20 minutes before the game to set up and log names and numbers of players. Hands score sheets to coaches at the end of the game. Maintains and brings scoring equipment to the field, e.g., score pad/score sheets, pens, air horn, portable score board, time clocks and field cones. May need to coordinate with scorekeeper from the same division if equipment is shared. Should be familiar with the rules of YOUTH field lacrosse. Boys' rules:

[http://www.uslacrosse.org/the\\_sport/boys\\_rules.phtml](http://www.uslacrosse.org/the_sport/boys_rules.phtml)

Girls' rules: [http://www.uslacrosse.org/the\\_sport/girls\\_rules.phtml](http://www.uslacrosse.org/the_sport/girls_rules.phtml)

**Timekeeper** - The timekeepers are responsible for keeping the time of both the game and any penalties called. Since there are rarely scoreboards at most of the fields where field lacrosse is played, there must be more communication between the timekeepers and the referee to ensure the game is timed correctly. The timekeeper may also be responsible for using the air horn as needed.

**Spotter/Air horn** – Assists scorekeeper/team statistician and time keeper. Confirms referees calls, calls out ground ball pickups, goalie saves, scores and assists. Should be familiar with the rules of youth field lacrosse and referee hand signals. Boys' rules:

[http://www.uslacrosse.org/the\\_sport/boys\\_rules.phtml](http://www.uslacrosse.org/the_sport/boys_rules.phtml)

Girls' rules: [http://www.uslacrosse.org/the\\_sport/girls\\_rules.phtml](http://www.uslacrosse.org/the_sport/girls_rules.phtml)

Referee hand signals: <http://www.laxrules.com/>

**Side Line Manager** – Is the cultural keeper of the team and must be PCA trained (US LAX job description <http://www.uslacrosse.org/official/pdf/sidelinemanager.pdf> ) Assures spectators are seated only along the side line opposite the side reserved for players and coaches approximately 6 yards away from the sideline and never behind the end lines. Employs techniques and process for maintaining decorum during the game when necessary handing out purple cards as noted in <http://www.uslacrosse.org/official/pdf/mdocsportsmanshipcard.pdf> for boys, and <http://www.uslacrosse.org/official/pdf/wdocsportsmanshipcard.pdf> for girls. Handy trifold available as onsite guideline

[http://www.uslacrosse.org/official/pdf/scard\\_sidelinemgrinstructions.pdf](http://www.uslacrosse.org/official/pdf/scard_sidelinemgrinstructions.pdf) . In the rare event that a blue card must be issued or a game must be terminated, completes and submits a Sportsmanship Incident and Game Termination Report ([http://www.uslacrosse.org/official/pdf/scard\\_gameterminationreport.pdf](http://www.uslacrosse.org/official/pdf/scard_gameterminationreport.pdf)). All of these documents are also available on the Davis Lacrosse Association website.

**Water and Snack Coordinator** – Assures there is a full 5 gallon water jug with paper cups available at the start of the game for players and referees. Also coordinates snacks, if appropriate for players.

**First Aid** – Assures first aid kit and ICE in plastic bags are available for games AND practice. Must be medically trained and available to perform first aid at games.

**Transportation Coordinator** – Prepares transportation packet which includes game schedule and locations, maps/directions to away games, and medical release forms for every player. Obtains and maintains copies of driver information and insurance cards for all team registered drivers. Sets and informs parents of departure times and locations. Enforces DLA policy that only parents may drive players.

**Team statistician** – Reviews, analyses, reports/posts game and seasonal statistics. Posts statistics on Sportability, our website and provides coaches with game and season statistics after each game. Login instructions and updating procedures will be sent to each statistician. (Teams comprised of younger players may not warrant a team statistician. Check/confirm with the coach to determine what might be appropriate)

**Team Equipment Manager** – Maintains, stores, delivers and retrieves team score table and chairs. Assures goals are unlocked and available for the game and properly locked and stored after the last game. Informs DLA Equipment Manager if equipment repairs or replacements are necessary.

**Team publicist** – Takes notes and photos of games. Provides written report and photos for submission to The Davis Enterprise and/or to the DLA Publicity Manager.

**Team Web Manager** – Posts information on team webpage at the request of the Team manager or coach.

**Environmental Manager** – Assures the field and surrounding area is kept clean during the game and that the entire field and surrounding area is policed and the left clean after the last game. Provides extra garbage bags as needed for team and spectator generated trash and assures all trash bags are properly closed and placed for city refuse removal or packed out if necessary.

**General volunteer** – Available for fundraising functions, e.g., cook, serve or run cash box at fund raising barbeque; deliver flyers to schools; trash patrol; assist Committee Chairs and Managers as requested/needed.