



Coach's Responsibility

Initial Contact

- You will get the team list from your convener. **Get to KNOW your convener**, e-mail, and phone
- **CALL** every player individually first
 - Introduce yourself and the organization.
 - Identify yourself. Repeat your name and ensure they got it.
 - Confirm name spelling of player(s)
 - Confirm date of birth
 - Confirm contact information: Phone and e-mail
 - Confirm that you will communicate with e-mails from this point on. Ensure they check their e-mail
 - Confirm medical concerns (e.g: allergies, epi-pen, medications...etc)
 - Make an appointment for uniform delivery or pick up. Ideally, a group meeting

***** When sending E-mails, please ask them to confirm receipt by sending you back a confirmation e-mail. This has to be done everytime you send an important e-mail. If they don't confirm, CALL.**

Uniform Delivery

- Individual or preferably group meeting
- Have a list of players with their information
- Reconfirm information
- Parents signature on receiving the uniform
- Record the players corresponding jersey's number and then transfer to your master list
- Note any issues with uniforms and communicate this back to your convener
- This is a good time to get your assistant coach
- Communication, Communication, and Communication

Prior to first game

- Construct the snack schedule and remind of water bottles
- Communicate to players league rules, snack guidelines.
- Communicate to players your style and expectations
- Inform about the game schedules and important dates. Name the player who is bringing the snacks on first day.
- Inform about WHEN and WHERE you will meet your team on the first day
- **Ask them to confirm back that they have received your e-mail**

Game Day

- **Arrive early.** Wear Coach's Shirt.
- Get your team together
- Ensure the SNACKS are present
- Introduce the players to one another repeatedly.
- Conduct practice, drills...etc
- Have the team ready on the hour for the game
- Be positive, constructive, and have fun
- Keep players hydrated during the games
- After game meeting

Prior to EVERY GAME

- Remind players via e-mail of important dates
- Communicate your thoughts
- Name the player responsible for snacks
- Communicate, communicate, and communicate

My Convener's name is: _____

My Convener's e-mail is: _____

My Convener's Phone # _____ Cell _____

MYSL Org Communication

- website www.mysl.ca
- email info@mysl.ca