

Dated: Tuesday, March 04, 2008

DUTIES AND RESPONSIBILITIES OF A MANAGER:

- Liaison with other managers.
- Liaison with the league director and/or board.
- Provides the philosophy behind the team so the coaches can implement.
- Team conduct and safety of all team members and coaching staff.
- Responsible for all the paperwork, line-ups, etc.
- Line-up cards from scorebook must be completed legibly by each manager and given to the home plate umpire **prior** to the start of each game.
- It is the Manager who is responsible to the League to make sure all team league fees (i.e. player fees) are paid in full, with complete roster forms and player registration forms submitted.
- Communicating and distributing team information to all team members and coaching staff.
- Responsible for dealing with the parents.
- Managers arrange practices and required uniform /equipment for their team.
- Provide strategize to the coaches for each game.
- Setting up exhibition games.
- Bring your sense of humor and enjoy the game!
- Communicate with your players on ALL League issues. The Manager is responsible for making sure all players know all rules (Game Rules, Player Conduct Rules, special Divisional Rules, etc.). If you will be cutting a player, do all you can do to make sure that player know his or her options for joining another team.
- On the mechanics of running the team, is that each Manager should enlist the help of a coaching 'staff'. It is a big commitment to try and does everything single handedly.
- Success in this league, is based on the following criteria (in order):
 - (1) Fielding (for every game) a responsible (competitive, if applicable for your league) team that doesn't violate the league rules with respect to conduct.
 - (2) Your players having fun
 - (3) Winning (a distant third).
- Is the TEAM LEADER

Season Goal:

- ***Helping players and coaches- develop the skills of baseball while having fun.***

DUTIES AND RESPONSIBILITIES OF A COACH:

Each coach, whether or not that coach has a child playing with the VMB, is a member of VMB and the person most directly responsible for ensuring that the baseball experience for players is a positive one.

Prior to the start of each season, each coach is required to become familiar with and agree to the directions of the team manager:

- Follow the strategize of the manager
- Provide constructive input to the manager
- Coaches prepare and train players for competitive events
- Identify strengths and weaknesses of athletes
- Implement training and practice sessions outlined by the team manager
- Nurture and develop players potential skills and abilities
- Motivate players for competitive events or games
- Formulate competitive strategy with the team manager, develop game plans and direct players during games or athletic events
- Analyze and evaluate team performances and modify training programs.

Each coach should try, but is not required to attend **National Coaching Certificate** programs coaching clinics to obtain National Coaching Certification outlined by VMB.

Coaches assist in the smooth functioning of a team.

- Offering the team manager situational advice discusses problems with the other coaches and managers in a private setting.
 - They are assistants to the manager who administrates the line-up provided by or with the team manager and provides support on how to substitute players during the game.
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Beyond the manager, more than 2 coaches may assist the manager in running the team. Manager and coaches typically all wear numbered uniforms similar to those of the players. -be part of the team

- The team is assisted by two on-field coaches when it is at Bat they are stationed near first and third base to signal and direct the runners and batters.
- These coaches are called the **first base coach** and **third base coach**, respectively, and position themselves in designated *coach's boxes*.
- The third base coach typically has more responsibility because he must quickly and accurately signal to a base runner whether he should attempt to score on a batted ball.
- Often these two coaches have other responsibilities outside of in-game situations; it is not uncommon for one of these coaches to serve as the team's outfield instructor, infield instructor, or as a base running instructor.
- In addition, a team may have several other coaches who specialize in certain disciplines. A **pitching coach** mentors and trains pitch.

- A **hitting coach** works with players to improve their hitting techniques and form.
- A **bullpen coach** is similar to a pitching coach but works primarily with relief pitches in the bullpen.
- Another coaching position is the **catching instructor** who advises catchers.
- The **bench coach's** responsibilities include helping to set up the day's practice and stretching routines before a game.
- *Assess your team* - It's important to assess your team's strengths and weaknesses as soon as possible.

Practices

- Ensure your practices are fun.

During games

- Keep your players in the game any way you can.
- *Players on the bench* - Involve your players by making sure that all players who are not in the game have a responsibility while on the bench.
- *Uniforms* - Ensure all players look like ballplayers. An incomplete or improperly worn uniform is not acceptable.

After the game

- *Running* - I recommend players do some sprints after the game win or lose. Be consistent and get in to a routine.
- *Debrief* - Take 5 or 10 minutes (away from the parents), preferably somewhere in the outfield to talk about the good and bad things that happened in a game. Reassure and reemphasize where necessary. Get things straight on where the next game or practice is.

Season Goal:

- *Helping players* - develop the skills of baseball while having fun.