

COLLIER TOWNSHIP ATHLETIC ASSOCIATION

PRESIDENT: Tom Horew

VICE PRESIDENT: Clayton Henderson

TREASURER: Catherine Bogats

SECRETARY: Jamey Magilson

What is expected of a Manager/Coach?

The following excerpt is taken from the Little League Baseball Operating Manual. It is the criteria that Little League Baseball Inc. recommends that local leagues consider while selecting managers and coaches.

"The Little League Manager must be a leader. All managers must recognize that they hold a position of trust and responsibility in a program that deals with a sensitive and formative period of a youngster's development. It is required that the manager have understanding, patience and the managers must realize that they are helping to shape the physical, mental and emotional development of young people. The Little League Manager must be something more than a coach. Knowledge of the game is essential, but it is not the only badge of a Little League coach or manager. While an adult with training and background in the game is desirable in a candidate for manager or coach, league screening committees should look for other important qualities. Managers must be adults who are sensitive to the mental and physical limitations of children of Little League age and who recognize that the game is a vehicle of training and enjoyment, not an end in itself. It has been stated many times that the program of Little League can only be as good as the quality of leadership in the managing personnel. New leagues particularly, should make a determined effort to enlist the best adults in the community to serve as managers."

CTAA Manager Responsibilities and Guidelines

In keeping with the philosophy described above, Collier Township Athletic Association has established the following minimum requirements to be considered as a manager for one of our teams. These Guidelines will apply to all CTAA sponsored recreational baseball teams. We require that each manager read and sign these requirements as acknowledgement of CTAA expectations.

1. Attend a minimum of 4 monthly CTAA meetings during the year and other scheduled league meetings.
2. Attend any mandatory CTAA sponsored coaches clinic.
3. Attend tryouts and drafts for your respective league.
4. Attend Field cleanup / season prep days.
5. Assist the CTAA in fundraising by securing team and sign sponsors.
6. Distribute and collect equipment and team uniforms at scheduled times.

C.T.A.A.



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7. Distribute league literature and notices.
8. Participate in field maintenance as required.
9. Coordinate with team players and parents for participation in Picture Day.
10. Coordinate the staffing of the concession stand with your team parents on days you're your team is scheduled to work.
11. File league approved Accident Forms with the League Director in the event a player is injured on the field and requires medical assistance.
12. Conduct a parents meeting at or prior to first team practice so that all league parents are informed as to the rules and expectations of them and their children. Each manager will distribute and read the "CTAA Parental Responsibilities and Guidelines" letter and have all parents sign the letter acknowledging their receipt. The signed letters will be collected by the League Director.
13. Select a qualified coaching staff. Managers are ultimately responsible for the actions and behavior of their coaches at all times. All managers must inform all of their coaches and assistants of the "CTAA Manager Responsibilities and Guidelines" and ensure that they abide by them. Disputes should be brought to the attention of the League Director or the VP of the CTAA executive board.
14. All managers and coaches should conduct themselves appropriately during the time they are with their team. Managers should lead by example. Restraint and good judgment should be used when discussing problems with umpires or opposing coaches and managers while with your team.
 - The use of profanity will not be tolerated.
 - The use of any tobacco product is strictly prohibited in the dugouts and on the field.
 - Once the game starts, the umpire is in charge.
 - Criticizing any player, manager, coach, or umpire will not be tolerated.
15. Managers are responsible for providing new game balls (distributed by CTAA) for each home game. The field and dugouts are to be maintained at the end of the game to ensure that the field is usable for the next game. If your game is the last scheduled game of the day, be sure all field equipment is returned to the shed and that the field is groomed, weather permitting.

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16. Follow all league rules and responsibilities established by the CTAA executive board. No alterations of league rules will be accepted without prior approval from the executive board. It is the manager's responsibility to know the rules of the game and to abide by them.
17. Report any problems to the League Director as early as possible.
18. CTAA Executive Board wants to remind all managers and coaches that no batting practice or base running is to take place without helmets being worn and that all players playing the catcher position must wear a protective cup. In addition, all catchers who are "warming up" pitchers must wear appropriate helmet/facemask.

Manager/Coach (Sign)

CTAA Accepted by

Date

C.T.A.A.

