



Greenway Giants Baseball & Softball Club
PO Box 7, Cherrybrook, NSW 2126

GREENWAY GIANTS – MANAGER’S DUTIES

The manager is the point of contact between the club, the players and the parents. As such, the Manager:

- Is responsible for the collection and distribution of the club’s newsletter and any other flyers/information which are deposited into the hanging files every home or away weekend.
- Is responsible for the organization of their team and their participation in club rosters and functions
 - Rosters – Canteen, Grounds etc
 - Social events
 - Presentation day
- Will attend all club meetings when required and report back to all team players and parents
- Will advise the Club’s Canteen Manager of the team’s Canteen Day Manager.

The manager is responsible for ensuring all duties of the team are addressed at training sessions

- Extra parent/s available for each training session
- Ensure each child is picked up from each training session and game
- All parents meet their children at their training diamond at the end of training. Parents are not to wait for children in the parking lot

The manager is responsible for ensuring all duties of the team are addressed at games

- Each role is fulfilled for home and away games
 - Plate umpire for home game, field umpire for away games
 - Scorer for every game
 - Parents setup the diamond prior to the commencement, and that the diamond is left in a good state at the completion of, home games
 - Result sheet completed for every game
 - Home team responsible for completing the result sheet and sending to the association
 - Both coaches and umpire required to sign each game
- The manager is responsible for maintaining control of the players in the dug-out, including making sure that players do not bat out of order

The manager and coach are responsible for the civil treatment of all club equipment and any ground facilities used by their team

The manager is responsible for the general well being of their players. It’s a good idea to have an ice pack at every game, make sure all players have plenty of fluids, emergency sunscreen etc