



RGFPSL – Team Manager Info (Page 1 of 7 - Revision 1/26/23 A. Tull)

➤ Responsibilities as Managers for **REC TEAMS 2023**

- Member of Coaching Staff – **KNOW THE RULES!**

[Additional documentation can be found on league website:

<https://www.rocklinsoftball.org/downloads>

- ✓ Need 1 staff member who is female
- ✓ League will pay for 4 background checks
- ✓ A manager does not have to be a female – However, a female, who is a [Cleared Volunteer] must be present at all practices and games, in the dugout or in immediate proximity to dugout
- ✓ Coaches are responsible for
 - Teaching how to play softball
 - Running Practices
 - Field Prep
 - Base coaching
 - Finalizing lineup rotations
- ✓ Managers are responsible for
 - Keeping practice on schedule
 - Managing the dugout during practices and games
 - Always know where each girl is – and (escort to bathroom if younger)
 - Filling out injury reports for any injury that may occur
 - Having lineup ready for gameday – Original to Blue, copy to scorekeeper(s)
 - Handle any rowdy parents/grandparents/crowd representing our team and escalate any behavior that you do not feel safe in addressing yourself
 - Be an advocate for the players – if you see something, say something
 - Communication to parents for expectations below:
- **PLEASE SHARE WITH TEAM THE EXPECTATION TO BE RESPECTFUL**
 - ✓ Coaches, approach umpires with respect – this is REC and they are human too
 - ✓ Coaches, when transitioning in and out of dugout, please give courtesy to the team coming or leaving; for practices, as trained, please go to the **opposite dugout to start setting up**
 - ✓ Parents/Grandparent/Girls, no booing or trash-talking to anyone on the field (or off the field) at softball events – let's keep it classy!
 - ✓ Girls, no social media/TikTok mocking the opposing team, [my opinion: keep backpacks on the **OUTSIDE** of the dugout with their cell phones] This also keeps softball focus when in the dugout and can watch the game, cheer on teammates, and pay attention to what they are doing next.

➤ Schedules

- Practices
 - ✓ Listed in Teamsideline – for any changes, communicate out to parents
 - ✓ For questions or for changes/additions to practice times, email Scheduler
- Opening Ceremonies
 - ✓ Time TBD – usually in years past, teams would start arriving at the fields 5:30/6pm
 - ✓ Dress in layers, it gets cold!



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- ✓ Girls should be in their full game-ready uniform
- ✓ Suggestion: Bring lawn chairs/blankets for seating and have a plan for where to go when you arrive, and when you leave. After fireworks, it's light's out and the field lights are shut off
- Games
 - ✓ Listed in Teamsideline– for any changes, communicate out to parents
 - ✓ For any questions regarding game play and/or rules, contact your division rep!
- Picture Day
 - ✓ Usually, early April
 - ✓ More info to come as the date approaches
- Safety
 - Safety is the #1 priority of the league and our team. Therefore, we require helmets, fielding facemasks, molded cleats, etc. You should never deny a water break to a girl. Pitchers and Catchers need the option for extra breaks. Some coaches and managers have different styles of how run a team but preventing injuries and taking care of every individual is our #1 priority, especially that we are a non-competitive rec team.
 - For any league mandates, we will follow as a team. Example: During spring this past year, we had to limit how many girls were in the dugout and wear masks when not eating/drinking, on the field, etc. It's difficult to keep taking masks off and on for different times during games. We ended up getting everyone neck gaiters to be part of the uniform for ease to put on, if/when required. If any girl wishes to wear a mask when not required for games or practices, she is welcomed to do so.
 - Any adult volunteer who will be on the **field/in the dugout with girls** must be background checked and cleared through SafeSport. An adult female who is a cleared volunteer through the league must be in the dugout during games to assist with putting on catcher's equipment, escorting to the bathroom, etc.
- Equipment
 - Helmets are a must! Every girl will individually need a helmet **with a fixed facemask**. (Like a football helmet) It's best to try them on but if you are unable, it's a safe bet to go with Adult S/M for 10U and up!
 - Gloves are a must! Used gloves are great because they are already broken in. New gloves can be broken in but just may be a bit stiff at first. Sizing can vary. I'd say do what fits comfortably in your daughter's hand. If she can catch and squeeze the glove with your division size softball, that'll work!
 - Bats can be shared but it's best if your daughter has her own. If you have your daughter stand up and stand next to a bat, the length should hit at her hip and/or from mid-line to fingertips. She should also be able to hold the bat out and keep it steady for ~30 seconds, otherwise it's too heavy. Little league bats are NOT ALLOWED. Bats must be softball fastpitch bats. (ASA/USA softball approved)
 - Fielding masks are a must/heavily recommended for infielders only. They are optional for everyone. They are NOT required for practice, but they do help with CONFIDENCE if your daughter is afraid, she will be hit in the face with a ball. It's your call to buy one now or wait until after a few practices.
 - Cleats are required for ALL games! They are a must/heavily recommended for practices. Soccer cleats are fine. Just make sure they are "**molded**" and not "**metal**" cleats. Metal cleats can be worn by coaches or girls in 14U and up!



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- Dick's has a decent selection of gear but can sometimes be hit-or-miss. Big 5/Play-it-Again will have most items. Bases Loaded (in Rancho Cordova) has more softball-specific gear and options if you are looking for a local store. Amazon/online stores work too.

➤ Apparel

- Practices: Girls should dress comfortably - shorts/sweats/t-shirts. A lot of girls will wear old team uniforms. As we practice more, softball pants will be recommended, especially if practice sliding.
 - ✓ Note: Girls are NOT REQUIRED to slide, even at home.
 - ✓ Recommendation: having sliding practice be optional to prevent injury. (Most coaches are not going to be professional sliding coaches.)
- Game Uniforms: The league provides the team with jerseys/tops and visors.
- Game Pants: See below in Q&A
- Game Socks: See below in Q&A
- Belts: Softball belts are optional. They are a must/heavily recommend for anyone being a catcher, due to the amount of squatting behind the plate!
- Sliding shorts: Completely optional. If your daughter feels more comfortable with a padded short under softball pants when sliding, go for it! Most wear biking shorts under uniform if they plan/comfortable sliding during the games.

➤ Dugout Etiquette

- Bats belong in the bat caddy at the front of the dugout. Do not allow girls to swing bats/tap on the ground in the dugout. They may take practice swings outside the dugout and when on deck/in the circle.
- Water breaks are heavily encouraged! Hydrate!!!
- Food** [Such a gray area, in a nutshell, dugouts are to be clean the way you left it, keep food out of the dugout as best you can]
- Jewelry is not permitted during the game. The umpires do stress this! Please remove all earrings, necklaces, bracelets, etc. prior to the game. If a girl forgets, I ask them to put inside their equipment bag. If jewelry is for medical purposes, tape it down and inform umpire.
- Batting gloves may be worn during practice and games. The batting roster is up and visible every game. A lot of girls will put them on right when they are up to bat or going in the circle. Remind them to put them earlier and encourage parents to remind their daughter, if she wears batting gloves, to not put them on at the last minute!
- Cheering is heavily encouraged! Screaming is not. Trash talking is not allowed!

➤ Suggested Parent Volunteering Jobs

- Assistant Coach (2) - These individuals will assist with practices and games. Background check/clearance is required.
- GroupMe setup - This individual to set up a team group text/chat for team communications. Typically, teams send communications via the TeamSideline app email and copy/paste to GroupMe team chat.
- Treasurer/Money Manager - This individual will be responsible for the team accounting. Any funds coming in, going out/ dispersed will be through the team treasurer. Another option is paying for things as they come up – as a manager, you decide what is best for your team.
- Sock n'Swag Manager - This individual will gather sock size/quantity information and put in the sock order and work with the team treasurer. Any other apparel items (sweatshirts, t-shirts, hair bows...) that the team may want to purchase would work with this person



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- Banner/Pennant Manager - If we choose to have a team banner, or individual pennants to make up the team banner, this individual will work with the team treasurer to purchase. Banners are not required during fall ball. They would also manage the banner setup/take down after every game.
- Scorekeeper Manager - This individual would have admin rights to the GameChanger scorekeeping app. Usually both teams keep score for any discrepancies. You don't have to keep score every game, but will need to ensure someone will be available
- Field Prep Manager - This individual would be on the lookout for if/when our team needs to prep the field. I'm not sure if the field preppers need to be background checked or not. Typically, one of the assistant coaches will be on-call for prep
- Water, Ice & Snack Manager – **FALL BALL ONLY** This individual would ensure someone has extra water and ice during games. Not every field have water fountains and ice is hard to come by. Again, this individual would work with the team treasurer. As for snacks, during fall ball, usually girls will eat lunch in between games with their families. If anyone wants to bring a snack or treat for the team, they will work with this individual to see if anyone else was planning to bring items that day. Some teams wish to bring snacks on a rotation but the last few seasons, the league has not promoted parents bringing snacks due to distancing/sanitizing etc. This manager would take suggestions from the team and manage what the majority wants to do!
- Safety Manager - This individual would be responsible for knowing the inventory needed/location of the first aid kit, bug spray, sanitizer, etc. or delegate someone. They do not have to administer first aid (unless they want to and are a female and are background checked/cleared). Parents may absolutely administer first aid to their own kids! This person would also be in-the-know of any other safety/sanitation/mandates from the league. If further purchases need to be made, this person will work with the team treasurer

➤ Questions

- Where can I get an extra coach uniform?
 - ✓ For extra team manager jersey or visor, contact Uniform Coordinator
- What type of pants do we need? What type of socks? Can we do hairbows?
 - ✓ For socks, madsportsstuff or any other online store is great for over-the-calf style. There are no restrictions on socks, just make sure everything is uniform.
 - ✓ For pants, all teams get to choose their pant color - Most choose gray or black.
 - For black, some girls wear leggings, any length is fine - Most choose softball knee length/capri pants to show off socks.
 - For gray, any shade is fine - Some team members have light gray, some have a medium gray, some have a dark gray. If you stick to one color as a team, you are good.
 - ✓ For hair bows, there are no restrictions. Just make sure jewelry is removed prior to games.
- Are teams already setup in gamechanger?
 - ✓ Usually yes, if you don't see your team, contact Registrar
- Safesport information has changed or associated to different sport – what do I do?
 - ✓ Contact Registrar
- What is suggested to keep in equipment bag/binder?
 - ✓ Lineup sheets
 - ✓ Sunscreen
 - ✓ Bug spray



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- ✓ Hair Ties
- ✓ Band-Aids
- ✓ Injury Reports (or know where to find online)
- ✓ Pads/Tampons, for older teams
- Any other questions about league play (do pitchers need fielding masks? Does 6U have outs? etc.) – have your coach contact your division rep!
- For updated Board Member contact information, please visit our league website, click on Information tab at top then click on Board Of Directors for list below (2/9/23).

POSITION	NAME	EMAIL
President	Karla Burket	President@rocklinsoftball.org
Vice-President	Josh Allison	VP@rocklinsoftball.org
Treasurer	Denise Dwight	Treasurer@rocklinsoftball.org
Account Specialist	Erin Esteban	TreasurerA1@rocklinsoftball.org
Secretary	Sara Metzinger	Secretary@rocklinsoftball.org
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Umpire-In-Chief	Rudy Aguillo	Umpire@rocklinsoftball.org
Registrar	Jessica Aarset	Registrar@rocklinsoftball.org
Registrar Assistant	Ralph Lagas	RegistrarA@rocklinsoftball.org
Field Coordinator	Matt Dwight	Field@rocklinsoftball.org



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Equipment Manager	Andy Portillo	Equipment@rocklinsoftball.org
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Sponsor/Fundraising Coordinator	Nicole Hara	Sponsor@rocklinsoftball.org
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Web Director	Steve Koche	Web@rocklinsoftball.org