

Bridgeville Athletic Association

P.O. Box 91
Bridgeville, PA 15017



www.bridgevilleball.com

MANAGER/COACH RESPONSIBILITIES

First and foremost, a “Manager” or “Coach” is the key person responsible for teaching the children how to play the game of baseball or softball, *While Having Fun!* These children will look to their coaches as mentors and will remember them and how they handled tough situations long after the season is over...

AS A MANAGER OR COACH, YOU MUST ALWAYS SET THE EXAMPLE IN YOUR WORDS AND ACTIONS.

The following list includes the most prominent responsibilities that the Manager must perform for the team. Keep in mind, Managers will have Assistant Coaches who can share in the responsibility, so feel free to recruit some of them to assist you with these tasks.

Meetings/Clinics:

- Attend General Session Meetings (Typically the First Monday of each Month at 8pm).
- Attend the Annual Coaches meeting at the Borough Building in March (Date TBA).
- Attend the Annual Coaches Field Clinic at Chartiers Park in March (Date TBA).

Training:

- **Managers** must complete online “**Heads Up**” training (<http://www.cdc.gov/concussion/HeadsUp/Training/>).
- **All Coaches** must complete online “**Safe Sport**” training (<http://safesport.org/take-the-training/>).

Communication:

- Telephone calls, Texts, and/or Emails to players’ parents/guardians to communicate team schedules, rosters, contact information as well as practice times, dates, and places.
- Website accessibility – www.bridgevilleball.com
- Conduct Team Meeting – Explain Coaching Philosophy to Players, Parents, and Assistant Coaches. Provide Season Expectations and deliver hardcopies of schedules & rules to each family.

Uniforms:

- Pick-up and deliver uniforms to your team prior to Picture Day. We recommend sorting uniforms and hats in bags, by player. We also strongly recommend writing each player’s name inside their hat.

Rules:

- You must read and understand the rules of the game in order to teach your team the basics. Rules are posted on the BAA website and vary slightly among age groups and gender.

Field Prep & Maintenance:

- Drag the infield and rake around the bases and the pitcher’s mound. This may need to be done before each game *and must be done after each game.*
- Bases – At fields with removable bases, you may need relocate them for your age group.
- Lining the Field – You must line the field for your age group before each game.
- Ask Assistant Coaches to volunteer or assign them some of these tasks to ease your workload!

Equipment: Equipment is distributed at the beginning of the season. It is your responsibility to receive and maintain it throughout the season. Return everything to the BAA equipment manager at the end of the season.

Make-Up Games: Re-schedule rain-outs in a timely manner. Follow the guidelines set forth by the BAA Commissioner and by the League.

ACT 153 Clearances: Volunteers in contact with minors must meet the requirements of ACT 153. The BAA requires clearances be renewed every 3 years – See the BAA website for additional information and instructions!

NO ADULT IS PERMITTED ON THE FIELD OF PLAY DURING PRACTICES OR GAMES WITHOUT CURRENT ACT 153 CLEARANCES ON FILE WITH THE BAA.