



**MANAGERS, COACHES, AND
CAPTAINS
ROLES AND RESPONSIBILITIES**

1. TEAM MANAGEMENT ROLES

1.1 Manager

Managers are the contact between the club and the team and manage all organisational, administrative and communication aspects. Managers should read and understand all club policies and procedures and complete all necessary forms where appropriate.

1.2 Coach

Coaches, trains, supports, mentors and assists all players in all aspects of the game, including running all training sessions and leading the team on game days, working under the guidance of the club. Coaches should read and understand all club policies and procedures and complete all necessary forms where appropriate.

1.3 Captain

Captains should support the managers and coaches direction and assist individual players by following the below steps. Captains should read and understand all club policies and procedures and complete all necessary forms where appropriate.

2. MANAGERS

- Be the contact between the team and the club.
- Manage all team personnel and communication issues, including obtaining all information from the club and distributing information to players; and
- Manage players, the team and administrative matters so that the coach can concentrate solely on training and coaching.
- Form team lists with contact details and distribute them to the team.
- Share fixtures and field location information.
- The manager should be aware of any particular medication needs of players.

3. COACHES

3.1 Training

Coaches plan and supervise training sessions to develop general fitness and specific soccer skills. They may manage a team of coaches who focus on particular areas, such as defensive or offensive play or goalkeeping. During training sessions, they practice tactics for specific plays, such as free kicks or corner kicks. Coaches develop different types of training sessions for different periods. In the pre-season period, they concentrate on helping players regain their fitness and sharpness. They aim to maintain the team's fitness for upcoming games and balance intense training with recovery sessions after games during the competitive season.

3.2 Tactics

To plan tactics for games, coaches study the strengths and weaknesses of opposing teams and consider the best way to approach each game. At the professional level, coaches study videos of opponents' games and highlight important issues, such as defensive weaknesses or a team's ability to counter-attack quickly. Before a game, they decide the formation the team will adopt and explain each player's roles.

3.3 Games

Before the game, coaches must motivate the team to play at their best from the start. During the game, coaches should follow the play to ensure that the team follows the tactics and issuing instructions to maintain momentum. If the game is going badly, coaches must change tactics or make substitutions to deal with problems.

3.4 Squad Development

Coaches must ensure that they have a squad that is strong enough to compete effectively throughout the season. They monitor each player's performance during the season and must also take account of injuries to the players.

3. CAPTAINS

- Take care of the coin toss before kick-off to dictate which direction the teams are to attack and before a penalty shootout.
- Act as the leader of the team, acting as mediators between their team-mates, the manager and the referee.
- Excellent communicator - KISS – Keep It Simple Stupid is a skill required by all captains. The captain will need to encourage and manage on-field communication between all the players, maintain effective communication both with players and between players and the coaching staff.
- Be emotionally disciplined; as a role model, the example set by the captain must meet every expectation he has of the players. For instance, if the captain becomes angry with the referee and constantly questions his decisions, he cannot expect his players to accept refereeing decisions themselves.
- Know the players. The first thing you have to remember as captain is that while soccer is very much a team game, you deal with individuals who are all different in attitudes, temperament and experience. Thus you have to find out each person's strengths and weaknesses.