

NSSC Coach Responsibilities

Rosters

Due by date Registrar requests each season Rosters are to be verified for all information and delivered in Excel format. Drops / adds to be done during season cannot exceed two different occasions without Board approval. One week's notice is required for any drop / add.

Registration

Illowa : see illowa.org for seasonal dates, registration deadlines.

ISL see iowasoccer.org

Tournaments, travel forms, and guest players for tourneys all found at <http://www.thetournamentcenter.com/>. Travel / guest forms usually do well in advance. 11v11 teams need to attend scheduling meeting at Illowa prior to beginning of season.

Fee collection

Team and Uniform monies due by Board Meeting 1st month of season. Rosters will not be submitted to State, nor cards produced until monies are collected.

Licensing

The Club strongly recommends that each head coach obtain a minimum of an "E" license before the completion of your 2nd year of coaching for the club. The club will reimburse any head coach for the cost of any licensure sought by the coach up through a "D" license. The Club may at its discretion depending upon the qualifications, experience and assessment of the DOC require a head coach to obtain a minimum of an "E" license to continue coaching. Coaches pay is partially based on licensing

Attendance

Your team must be represented no less than 3 NSSC Board meetings. The following meetings are mandatory : March, July, December. Recommended is February, June, August

Pre-season meeting

Develop goals, practice times, collect monies and such with the parents. Seasonal goals and seasonal plan due to DOC before Aug 15.

Practices

Minimum of two practices / week (barring the occasional inclement weather or conflict). These practices should be held in a consistent time and location. This includes Academy practices. Practices should start at least 2 weeks prior to games starting (weather pending in the spring) Coaches pay is reflected on coaches attendance at practices as well. If this cannot be maintained (sometimes this is out of your control, a Board member or DOC needs to be notified.

Tryouts

Coaches expected to participate in with DOC. Tryout results / team formation meeting is mandatory.

E-mail

The e-mail lists you use for player / parent contact must be submitted before 1st Illowa game of the season. Changes to the e-mail list to be submitted on a timely basis.

Equipment, Training Material, and other items

Any of these items provided to you by the club, including those purchased with stipend, must be returned to the Board if you leave the club or have no further use of the item(s)

Team Checking

Team manager needs to open a checking account for the team. Team checking should list team name but be in manager or coaches names. \$5 from each players registration dues can remain in the team checking account. Registration fees and tournaments will be paid out of that account.

Players Cards

Players cards will be printed by Registrar. They will be given to team after team fees are received. Players cards need to have a head shot of each player put on them which is the manager/coaches responsibility. Cards then need to be laminated and kept for the entire year. They cannot be replaced by the Registrar if lost.

Field Scheduling

Practice times and locations need to be scheduled with the field scheduler assigned by NSSC. The field scheduler will then contact all schools, park boards and make arrangements for the fields.

Coach : _____ Team : _____

Signed : _____ Date : _____