II. A SUCCESSFUL TEAM MANAGER

The keys to a successful Intramural Sports program are active Intramural Sports Managers. An Intramural Sports Manager should represent each team or organization in the Intramural Sports meetings. The duties of the Intramural Sports Manager are:

Encourage participation
There are many individuals on campus who want to participate in the Intramural Sports Program, but are unaware of how to become involved. Introduce those individuals to the Intramural Sports program by including them on your team. Make sure, however, that all individuals participating for your organization or team or eligible for the division in which your organization or team participates. Make sure that any individual participating for your organization or team is not also playing for another team. Ensure all players know and understand Intramural Sports policies and procedures.

Organization
Check the Intramural Sports Schedule and Results Board on the first floor of the Activities Building, or on our website, DAILY for revised game schedules and playoff schedules. Maintain a notebook listing the names, ID’s and telephone numbers of the members of your organization/team. Check eligibility of all participants. Post and distribute all information received from the Intramural Sports office.

Communication
Remind players of date, times and places of scheduled contests. Inform the members of your organization or team of the policies and procedures of the Intramural Sports program as well as the special rules of the various activities and events. Know which team members will be present at a contest. Be willing to communicate on a regular basis with the Intramural Sports program staff members.

Participation
The Intramural Sports program offers the opportunity to enjoy friendly competition while at the same time provides healthy and fun contact with a diverse group of individuals within the University community. Get involved!

Other key information:

Turn in team registration on time.
Represent, or see that the team is represented, at the intramural manager’s meetings.
Inform team members of game time and location for every scheduled contest. GAME TIME IS FORFEIT TIME!
Inform team members to show up 15 minutes prior to game time to keep contests on schedule.
Inform, educate, and stress to all players and spectators affiliated with your team the importance of the sportsmanship rating system.
The field captain is the only team representative that is allowed to discuss rule interpretations and player eligibility with the officials. Verbal or physical abuse of game officials and or Intramural staff will not be tolerated.