



RALLY CAP COACH/MANAGER DUTIES

Uniforms/Caution Fees:

- Hand out uniforms with our Equipment Manager, Blare Stewart**
 - This will occur at the Sports Service Center and an email will be sent out regarding your team's date/time to attend to collect uniforms.
- Collect Caution Fee:**
 - \$50 CASH ONLY per family for fundraising AND \$100 CASH ONLY per child for uniforms at the time uniforms are being handed out. ***IMPORTANT:** NO MONEY = NO UNIFORM
 - Caution fees need to be collected before the child can receive a uniform.
 - Submit caution fees to our treasurer, **Ashley Dutchak (306) 370-6091**
- Collect uniforms at last game/practice and return to our Equipment Manager.**
 - A Schedule will be sent to managers to drop off equipment and uniforms at the Sports Service Center at the end of the regular season.
- Assist our treasurer with returning Caution Fees** at the time of uniforms being returned.

Fundraising:

- Hand out Raffle Tickets to each family and keep track of tickets and money returned.
- Return tickets and money to a Fundraising Committee member as scheduled.
- Advise Fundraising Committee if a family did not fulfill their fundraising duties.

Games:

- Schedule home games in consultation with the other Rally Cap teams as diamonds will be shared.**
- Email Game Schedules to our Leisure Services Director, Aaron Herriges, at leisure.canora@sasktel.net.**
 - PLEASE DO NOT INPUT GAMES YOURSELF ON THE RAMP TEAM APP.
 - If canceling/rescheduling, this also needs to be sent to Aaron.

Team/Player Pictures:

- Arrange team pictures with Canora Photography & Framing**
 - Contact Craig Popoff @ (306) 563-7458