

TEAM MANAGERS DUITES

The team manager is a parent from the team who is responsible for the operational aspects of the team. Team managers have responsibilities to both ECAFHL and their respective LMHA. The following duties are those expected by ECAFHL and do not include duties that may be specified by the LMHA.

- Ensuring that timesheets are available prior to each home game
- Ensure referees are in attendance and has back-up plan in case referees are not present
- Ensure that timesheets are properly filled out prior to giving to the score-keeper
- Manager must have available all league rules and regulations including:
 - Length of game
 - Length of periods within the game
 - Tie-breaker rules (if necessary)
 - Appropriate team personnel on the bench and in dressing rooms
 - “Zero tolerance” policy with team parents and fans
- After the game home-team manager provides a copy of fully signed score sheet to visiting team
- Home-team manager will then enter scores and statistics, for BOTH teams, on the ECAFHL website.
 - Above must be completed within 24 hours or a fine may be levied against the home association and the Division Governor may have to enter this into the ECAFHL Website
- League copy of the score sheet must be sent to the Division Governor for record keeping
- If any suspensions have been levied for a game the manager must communicate such to the Division Governor and supply them with a scanned copy of the score sheet as soon as possible
- Manager will be responsible for ensuring any suspensions levied against their team are carried out as appropriate

Managers are not to contact league executive directly. All communication with ECAFHL must be done through the Division Governor following the ECAFHL communication protocol.