



Team Parent Guidelines 2015

Welcome

Welcome to the Murrieta Rams Youth Football & Cheer Organization and thank you for volunteering your time to serve as Team Parent. I hope you find the experience to be a rewarding one.

Generally, the Team Parent's responsibilities are to do the non-coaching administrative tasks for the team, which will allow the coaches to concentrate on coaching and team development. Please talk with the team's head coach about specific preferences.

Have a great season!

General Duties:

Team Roster

Please obtain a copy of the team roster from the head coach of your team. Maintain the following information for each player: player name and jersey number, parents' names, email address, cellphone, home phone, home address, and emergency contact other than parent. You may also opt to distribute a modified copy of the roster to parents.

An additional roster with the player's name, nickname, and jersey number should be created for game announcers if requested by coach.

Keep Team Informed

A key responsibility is to ensure that parents and players are kept informed. Practice schedules/locations, game information, schedule changes, and other important information must be communicated in a timely manner. The team parent should set up contact information for each parent and prepare an e-mail distribution list for such communications. It would also be wise to set up a text list and communicate information through both mediums. Games will be on Saturday (see schedule for times specific to your team). By Thursday at the latest, the Team Mom should send a reminder email about the upcoming game to the entire team. This email will include the location, date/time of the game, when the head coach would like the players to get there for warm-ups, and a list of the volunteers for the game.

Here's a sample email:

Hi Everyone, here are the details for our game this weekend. If you have any questions let me know.

Game Day: Sat, Sep 15th

Where: Mesa High School (1234 Mesa Way, Murrieta, CA 92563)

Vs: League City Panthers

Warm Ups: 8:45a

Game Time: 9:30a

Half-Time Snacks: Jones Family

End of Game Snacks: Smith

Family Concession: Thomas and Rogers Families (1:00pm-2:00pm)

Chains: Washington, Lincoln, and Roosevelt Education

Minimum Play Recorder (MPR): Billy and Bob



Fundraisers

Each team will have fundraising responsibilities for the league at each Home Game. Teams may have individual fundraisers for end of the year party, coaches' gifts, volunteer recognition, etc., but must follow the policies and procedures as outlined in the league's Fundraising Guidelines for the season and/or year.

The Board of Directors must approve all fundraisers. Team Parent Coordinator will provide Fundraiser Request Forms. Please submit request at least 7 days prior to the fundraising event.

Half-time and Post Game Snacks

Half-time and post game snacks are optional. The half-time snack usually consists of oranges cut into fourths or seedless grapes and water. You may opt to collect money from parents in the beginning of the season, purchase non-perishable items in bulk, ensure fruit is purchased prior to the game, and assign a snack family who will be responsible for bringing snack to the game throughout the season. Another option is to assign snacks to 2-3 families per game.

Assigning Volunteers

For each home game, teams will need to staff concessions (2-4 volunteers), chain gang (3 volunteers), and MPR (2 volunteers). Concession stand volunteers will work before or after their player's game. MPRs are also required for away games. These assignments should be made as early as possible to avoid any vacancies on game day.

Other Possible Game Day Volunteer Assignments:

- 🏈 Water crew (bring water, keep it cold for coaching staff to distribute to players throughout the game, extra water to keep players cool, cold towels)
- 🏈 Shade crew (bring 2 pop-up tents for players to use on the field)
- 🏈 Photographer
- 🏈 Videographers
- 🏈 Team nurse (ensure that a basic first aid kit (Head Coaches will have this) is available at games and practices)
- 🏈 Spirit-parent (bring noise makers and get parents involved in cheering, may also provide touchdown can)

Equipment

Team parents may be asked to assist with the pickup and/or distribution of uniform and equipment.

Pictures

Team parents will assist with distributing order forms and photo packets. Keep parents informed about picture day.

End of Season Party

An end of season party is highly recommended to celebrate the contribution of all players, show appreciation for coaches, and recognize consistent volunteers. Please keep in mind that league does not fund team parties. A team fundraiser and early planning is recommended.



Tips

- 🏈 As the team parent, please be prepared to handle non-coaching related issues with discretion, respecting the confidentiality of those involved. Please refer all coaching related issues to the head coach. Inform the Team Parent Coordinator of any issues that require resolution beyond the head coach and team parent. Those issues will then be forwarded to the appropriate Ram's board member. Remember to **only** discuss issues with those who are directly involved and those who are apart of the resolution process.
- 🏈 Delegate, delegate, delegate.... Avoid burn out by getting as much help as possible. This is a team effort.
- 🏈 Get ideas from other parents. Some of them may surprise you with their creativity.
- 🏈 Find out what worked well in the past and what didn't work.
- 🏈 Most of all have fun and thank you again for serving your Ram's Family. I look forward to working with you. Please don't hesitate to let me know how I can help.

Go Rams,

Luisa Jochim
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