

DUTIES AND RESPONSIBILITIES - COORDINATOR

Prior to the Season:

1. The coordinator will receive the list of players and assigned coaches and create teams that promote fair competition.
2. The coordinator will communicate with the coaches to review expectations, procedures and coach responsibilities. BYBA strives for exemplary coaching, and may suspend or remove any coach who is not acting in the best interest of the players and the town of Belmont.

During the Season:

1. Make sure all coaches are prepared to coach their team.
2. At least one coordinator must be present the entire time your league is playing.
3. Ensure all teams in league have coaches every game.
4. Ensure coaches follow rules particularly regarding playing time and sportsmanship. Remind them that each player is to play the same length of time. Ensure that all coaches use the player rotation schedule that they received at the first of the year.
5. Encourage individuals who should not be present in the field house to leave. If you have difficulty, ask for assistance.
6. Inform BYBA League Officers of any difficulties with refereeing.
7. Record and post league game results as directed by BYBA League Officers.
8. Keep games on-time. Remember that during the regular season the games are allotted 60 minute timeslots. This means to play a full 40 minute game, i.e., eight - 5 minute segments, there is only a two (2) minute half-time and the teams have to be ready to start on time.
9. Coordinators must make themselves available for the skills' contest.
10. Distribute information sheets and coordinate all contests and special events for your league.
11. Obtain names of contest winners from each team during the last week of February.

After the Season:

1. Obtain player evaluation sheets from league coaches.
2. Research and makes recommendations to the League regarding improving the quality and competency of coaches

