



Greetings League Coordinators!

Hello, this is Stephen Braggs and I thank you very much for accepting the duties set forth as a Spring Youth 8 Man Football League Coordinators. This is one of the most important phases of operations, because you are the front line of communication for your area teams.

As our 2008 season gets under way and our league growth is exciting, I am taking this time to confer with you about the operational needs for the upcoming season. Below is a detailed list of all items of weekly and game day operations for your area team.

- 1. Assist in the weekly practice field facilitation**
- 2. Data base of team volunteers (equipment, hydration, schedules, and parent/player concerns)**
- 3. Effective communication feedback and follow-up sessions concerning all operations.**
- 4. Mandatory assignment of assistant coach as a field director game day operations**
- 5. Committee Volunteer (review all Team Books)**
- 6. Proper cleanup volunteers assigned through out the entire game day**
- 7. First aid kit**
- 8. Restrooms Facilities unlocked & stocked**
- 9. Players that are playing up in grade status should have a written statement signed by parent and Stephen Braggs, authorizing the upgrade.**
- 10. Crowd control volunteers assigned for each game**
- 11. Have teams meet 45-60 min before their scheduled game time.**
- 12. Please ensure that all of your team's participants are in good physical health to practice and play on game day. Note: any open cuts and contagious sickness from all participants, and notate any medical concerns & medication & physical limitations.**
- 13. Have blank copies of injury reports and contact # of all League coordinators on-site.**
- 14. Once your game time has concluded, have each team meet in one central location until parents/guardians pick them up.**
- 15. Coaches please info field director or league coordinator of any equipment concerns.**
- 16. Ensure Referee's at every game, in challenges has back-up refs available on call.**
- 17. All rented equipment must be cleaned and returned at end of season to Stephen Braggs**

Remember: Communication, Feedback, Constructive Feedback and FUN, FUN.

Should you have any questions please do not hesitate to contact me by e-mail Stephen Braggs www.braggs36yf@aol.com or call 512-804-6289

Tough Times Never Last, But Tough People Do.....

