

INFORMATION FOR 2019 MAJURA COACHES AND MANAGERS

INTRODUCTION AND WELCOME

Majura Football Club is a community-based football club that aims to provide a satisfying and rewarding football experience for everyone, no matter what their ability. Majura FC values participation, enjoyment, friendship, respect, community, development. Majura has over 1200 players ranging in age from 5 to nearly 60. Our peak organisation in the ACT is Capital Football and our national body is the FFA.

Thank you for taking on the role of coach and/or Manager at Majura. You play a significant role in the lives of the players you coach and manage. You will teach them a love of football, you will teach them skills that give them confidence, you will teach them about the rewards that come from being in a team. You will be a role model showing them by example that a positive attitude, training hard and playing your best will make you a better and happier person.

THE AGE GROUP COORDINATOR

The Age Group Coordinator is your main point of contact throughout the season. Any questions ask them first. They will contact the correct committee members if they can't answer the question.

THE ROLE OF A COACH

- **To teach football.** The better your understanding of the techniques and skills of football the better equipped you are to pass these on. Provide every player with development opportunities at training and in the game.
- **Be Positive.** Patience and praise work a lot better than criticism and shouting.
- **Involve everybody.** Always make sure there's enough equipment or kit for all. Create small groups of children rather than one large group. Avoid games where kids must sit out and don't make all your sessions competitive. Give everyone equal game time no matter what their level of ability.
- **Communicate well.** Let players and parents know about you, your expectations and your goals for the season. Actions speak louder than words.
- **Be aware.** A grasp of how the body responds to exercise and training and an ability to adopt safe practices and prevent injury are important. So too is confidence building, goal setting, emotional control, concentration skills - coaches work on the mindset as well as the body. Some children take longer than others to learn, so adopt your style accordingly. To keep children motivated it helps to be consistent, set achievable goals and give frequent feedback.
- **Lead by example.** Coaches of children are role models, and this carries responsibility. How you behave, dress and your attitude all set an example. If you adhere to consistent high standards this will rub off and be appreciated by players and parents alike and will lead to you gaining their trust and respect.

THE ROLE OF A MANAGER

- **To provide the off-field support.** You should assist the coach wherever possible – together you are a team.
- **Keep an up to date list of players with contact details.** The list provided by the club is based on the info provided by the players at registration and is not always complete or up to date. Update the list you have been provided with better information as it becomes available.
- **Communicate well.** Consider using a team app (Team App, Team Stuff, Teamer). Circulate information from the Club or AGC to the team as required. Make sure the team is aware of the draw and any changes to it. Ensure a parent is assigned to this role. Ensure your parents are aware of and follow the code of conduct especially regarding sideline behaviour.
- **Match day administration.** Ensure match card is filled out correctly (U12-18). Return match cards to club after the game. Ensure referee is paid. Collect money from parents in advance to cover the season. Each team

normally needs to provide a linesman. Always check the game day notice board to see if your team needs to pack away their goals.

- **Uniform coordinator.** Make sure players are wearing Majura uniform on match day. Make sure all uniform is returned at the end of the season clean and complete.

PLAYER, REFEREE AND VOLUNTEER SAFETY/WELFARE

- WWVP registration for all coaches and managers. Cards must be sighted each season and training kits will not be given out unless you present either your card or receipt of application.
- FFA codes of conduct and Majura codes of conduct on Majura and Capital Football websites
- Respect and what to do if there is an incident at Majura or away
- First Aid and Injuries – clubhouse has ice, first aid supplies, stretcher
- Insurance is provided by FFA for all clubs. It's very basic cover and does not include ambulance cover. Details on the Capital Football website. Make a written record of any injury – email details or record incident and injury on the match card.

COACHING COURSES

- Miniroos Certificate on Saturday April 6 – three hours and free (check Capital Football coaching courses for more courses)
- Majura will support financially any coaches undertaking the Skill Training Certificate for 9-13 years, Game Training Certificate for 13-18 years or a Youth C Class Licence.

EQUIPMENT AND UNIFORM

- Training Kits – a ball for each player, cones and bibs can be collected after this meeting
- Team shirts – a shirt for every player plus a goal keeper shirt – no GK gloves. We budget on shirts lasting four seasons, so we ask teams to take care of their shirts. **Do not** hand out shirts to players for the season in the miniroos age groups U7 – U11. Players in the competitive age groups can be given a shirt but with a warning that if the shirt is not returned or returned in such a poor condition that it cannot be used again then they will receive an invoice for the shirt replacement cost.
- The number and style of shirts in each bag has been recorded on the back of the label. We expect the same number of shirts to be returned at the end of the season. Please sign for your shirts before you take them.
- Shop opening times for shorts, socks etc.
 - Tuesday 30 April 5.00 - 7.00pm
 - Wednesday 1 May 5.00 – 7.00pm
 - Thursday 2 May 5.00 – 7.00pm
 - Every Saturday during the season from 8.30 – end of day

DUTY ROSTERS

Every team is expected to undertake one volunteer duty per season:

- Field set up 7.30am, needs 10 people
- Canteen, morning or afternoon shift, needs 4-5 people
- BBQ, morning or afternoon shift, needs 6-8 people
- Clean up, afternoon shift needs 3-4 people

Duty rosters will be completed once the junior league draw has been published so we know when teams have home and away games. We roster your team on when they have a home game.

GAME DAYS

- There are 16 rounds in the season starting May 4 and finishing September 14. Capital Football is holding finals for U16 and U18 age groups so grand finals will be on September 21. There is a three week break over July school holidays, July 6, 13 and 20. Kanga Cup is on the first week of July school holidays, July 7-12.
- Referee fees must be paid to the referee prior to the game commencing. Managers are responsible for collecting fees from parents and paying on the day. Each team pays half of the fee so for U10 the fee is \$15, each team pays \$7.50 so each team will need to collect 16 x \$7.50= \$120 for the season (about \$10 per player).

Referee Fees 2018		
Age	Referee Fee	Assistant Referee Fee
U18	\$50.00	\$25.00
U16	\$44.00	\$22.00
U15	\$40.00	\$20.00
U14	\$35.00	\$17.50
U13	\$32.00	\$16.00
U12	\$28.00	\$14.00
U11	\$17.00	N/A
U10	\$15.00	N/A
U8 & U9	\$13.00	N/A
U6 & U7	\$11.00	N/A

- Kick off times and playing times are set by Capital Football and are the same for all clubs with teams in U10-18 competitions.
- Majura field and referee allocations are on the noticeboard outside the clubhouse each game day. This is where your team needs to check whether they need to pack away goals after their game. Teams **highlighted yellow** need to take their goals to the container after their game for packing away. All U7 teams, all U9 teams and all U11 teams need to pack away their goals. All teams on the last game of the day, 3.10pm need to take down nets and corner flags and take them to the clubhouse.
- All junior games allow interchange of players so please ensure all players get equal game time (unless there are disciplinary issues).
- Match cards must be filled out correctly for all U12-U18 teams otherwise the club is fined anywhere between \$60 and \$240 depending on the offence.
- Wet weather cancellations on game days are usually decided on the day by club officials or referees. Occasionally ACT Sportsgrounds closes fields on the weekend, but it only happens very rarely.

TRAINING

- You need to book training now
- Preference will be given to the U12- U18 age groups for Tuesday and Thursday nights
- Training bookings once finalised will be posted on the noticeboard outside the canteen and sent out by age group coordinators
- ACT Sportsgrounds may close grounds during the week due to wet weather. That means no teams can train at Dickson. The club is usually notified of closures at 9am and will send out notice. The Active Canberra website also has that information available.

Tournaments teams may be interested in: Lightning Tournament, Kanga Cup, Cowra Cup

Thank you again and we look forward to seeing you throughout the season.