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PACIFIC FOOTBALL CLUB

FREQUENTLY ASKED QUESTIONS



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1. Who should I contact regarding payment issues?

A: The Manager of Youth operations, Giuliano Caseiro, at wave@pacificfc.ca. Team Managers and Coaches will not be able to help with that.

2. Who should I contact regarding attendance/training dates and times/game dates and times/game preparation/travel information and preparation/anything else everything related to “on the field” questions?

A: Your team manager is your first contact for those types of questions. If our team manager does not know how to answer your questions, they should consult with the head coach. Last, if the head coach is not able to address your “on field” related question, the Manager of Youth Operations will be contacted. In the case this is a technical/performance question, the head coach is the first contact, then the Director of Football may be contacted.

3. Who should I contact in the event of voluntary withdrawal from the program?

A: First, contact your team manager and head coach so that they are aware. After that, make sure you contact the Manager of Youth Operations at wave@pacificfc.ca so that we can appropriately finalize the paperwork.

4. Who should I contact regarding Wave Apparel questions/needs?

A: Please first contact your team manager. Your team manager will then assess the situation, and if needed, get in touch with the Manager of Youth Operations, which eventually may need to involve the Equipment Manager.

5. What are the team managers main responsibilities?

- Keep training/game schedule updated on Teamsnap;
- Communicate with parents/players regarding any scheduling changes, as well as game day preparation/travel information in a timely manner;

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- Help the Manager of Youth Operations with admin/logistics/travel tasks, such as player ID cards, roster information, gear;
- Share communication from the club with parents and players when requested
- Print game sheets and substitution slips (and make any adjustment needed);
- Track game time and substitutions;
- Review game sheet with referee at the end of the game and collect signatures;
- Enter scores in the BCSPL system;
- Co-supervise players on the ferry and bus (Note: coaches are also responsible for overseeing players in their groups while on the ferry and on the bus);

6. How many team managers should a team have?

A: The team manager role can be time consuming, especially during travel season and game days. We suggest one team manager and one assistant per team, although this is not mandatory. We leave it up to the coach and team manager to decide whether they need extra help or not. We have seen in the past teams with one team manager responsible for the communication portion, and the other one more focused “on the field” portion.