

Field Manager Instructions

The Field Manager is responsible for ensuring that the game is covered from start to finish.

Equipment Set Up

The fields will be set up for each field. Report any problem to tournament headquarters – Channel 1 on your radio.

Pre-Game – Headquarters

30-45 minutes before 1st Game

If your game is the 1st game of the day, report to Tournament headquarters tent located on the East side of the stadium (above fields 8-10). The Field Manager will pick up the scorebook, identification apparel (pinnie), and radio. Please WEAR the pinnie during the game so we can identify you.

Game Time

Each team should pick up their tournament game ball before their first game from the Tournament Headquarters tent. The home team will provide the game ball for the game. If the game ball gets lost or knocked out of play, the teams can use any ball as long as the referee has approved its use for the game.

During Game

Ensure that players and spectators take opposite sides of the field. Each team is permitted three (3) team officials on the players' side of the field.

Encourage teams to maintain a clean area and use trash cans!

Use Channel 1 to report injuries or to communicate with Headquarters.

Radio Channels

Channel #1 Headquarters & Injuries



General

Please enforce the following rules:

- No warming up in goal mouths
- Provide assistance whenever possible (maps, and rules are all in the binder).
- Refer to the Tournament Rules if necessary (in binder).
- Any weather issues will be determined by the tournament director for resolution.
- No warming up or playing on closed fields
- Do not move or remove field equipment (goals, corner flags, benches, etc.)
- Any weather issues will be determined by the tournament director for resolution.
- ****Gatorade**** Gatorade has provided coolers of Gatorade and water at each field for players, coaches, and referees only. Please monitor these coolers and when they appear low, call Headquarters on channel #1 with your radio to report. Do not wait until they are empty to notify Headquarters.

Post-Game

Have referees complete the game sheet in its entirety (located in field scorebook) – **list scores and all red/yellow cards. Referees, team coaches and field manager must sign score sheet where indicated.**

Once the game sheet is signed, the field manager will bring the game sheet tournament HQ tent located on the East side of the stadium. Failure to do this will cause a forfeit by the responsible team.

Once the game sheet has been removed, Give the scorebook, pinnie and radio to the NEXT Field Manager.

Collect trash from field, team bench and site area, and place in proper receptacles.

Post Last-Game – Headquarters

30 minutes after last game on field

After the last game at each field, return scorebook, pinnie, and radio to the Tournament Headquarters tent. **Field Managers are responsible to ensure that the radio for their field is returned...any lost radios will be charged to the individual field manager/team.**

Miscellaneous Items

Provide assistance whenever possible. Refer to the Tournament Rules if necessary (in binder). Any weather issues will be determined by the SoccerPlex for resolution. If there is an injury, please call headquarters on channel 1. **DO NOT CALL FOR AN AMBULANCE**, the athletic trainers are the first responders.