



Field Manager Position Overview

Field managers are responsible for overseeing all the operations on a specific pitch at a tournament. They are the eyes (and the hands) of the tournament director on the pitch to which they're assigned.

Field managers are responsible for ensuring the following:

- The competing teams are on the pitch and that they are ready to begin the game at its designated start time
- All gameplay officials are on the pitch and the officials begin the game at its designated start time
- All gameplay equipment is in functional condition and is on the pitch prior to the start of each game
- Games on their pitch begin precisely at their designated start time

Field managers should always endeavor to be **assertive** and **polite**.

Assertive— It is your responsibility to ensure that your pitch runs smoothly! You are a designated representative of the tournament staff, so you should feel comfortable politely issuing requests to players and other volunteers. Other than safety, your most important priority should be to ensure that games have everything they need to start on time. As a field manager, you should be assertive in requesting that individuals are where they physically need to be and do what they need to do to make that happen.

Polite— Remember that you are a representative of the tournament staff. Make sure to always conduct yourself professionally to convey a positive image of yourself and of the event. Individuals will be much more likely to listen to you if you have a positive tone and issue requests nicely, instead of demanding that they do something.

Field Manager Dos and Don'ts

As a field manager, please **do**:

- Feel free to consult with the tournament staff if you have any questions. If you're unsure about something, please ask!
- Make sure that the refs begin games on time. Request that the referees hold their captains' meetings as early as possible, before the beginning of the game slot, and emphasize that "brooms up" needs to occur promptly at the beginning of the slot.
- Physically move around as necessary, including crossing the field before a game to confer with a volunteer or running to the teams area to find a referee. If the issue you're dealing with is time sensitive, please move quickly!
- Help to make sure the pitch is set up and ready to go! Assist the referees with setting up the brooms and balls as necessary.
- Keep a printed copy of the schedule with you. The schedule should have the names and team affiliations of all the individuals who are officiating or snitching on your pitch, so you can track them down if necessary.
- Introduce yourself to people you're talking to! It's easier for players, refs, and snitches to help you out if they know your name.

As a field manager, please **don't**:

- Let people wander, especially referees. When you get your assistant referees to the pitch, ask them to stay within a specific area (e.g. stand at the center of the field) and ask them to wait there for the head referee to meet with them.
- Let equipment disappear. Make sure players don't accidentally carry away brooms, and that children don't take them off the pitch.
- Be rude to any attendees. Even if someone is being noncooperative, remain polite and appreciative of their time. If you need additional assistance because of nonresponsive individuals, please let the tournament staff know.