

Real Colorado Team Manager Overview – Competitive Teams
(Separate Document for ACADEMY AND ECNL)
Revised 6/25/20



- I. Real CO Competitive Key Admin Staff
 - a. Competitive Administrator - Diane Demmel, [d demmel@realcolorado.net](mailto:demmel@realcolorado.net)
 - b. Academy, ECNL Administrator – Niki Titus, nikit@realcolorado.net
 - c. Tournament & Casino Real Director, Game Rescheduling - Cindy Thomas, cindy@realcolorado.net
 - d. Director of Finance – Deena Hamilton, deenah@realcolorado.net
 - e. Team Banking, Team Treasurer Support – Kathleen Steffe, kathleens@realcolorado.net
 - f. Chief Operating Officer – Jared Spires, jareds@realcolorado.net
 - g. Real CO Athletic Trainer – Gregg Brueck, Gregg.brueck@childrenscolorado.org

All Real CO Staff, including Staff Coaches: <http://realcolorado.net/real-colorado-staff/>
- II. Manager Role
 - a. [Description of Role](#)
 - b. [How to be attached to your team as manager](#)
- III. [GotSport](#) (Gotsoccer’s New Platform) – CSA Team & Player Registration Software
 - a. New version for Fall 2020 – **EVERY** FAMILY/PLAYER must open a new account with new password
 - b. All players will be contained in the family account – no more individual accounts.
 - c. Managers will create their family accounts containing their player(s). [Click here](#)
 - d. [Click here](#) to learn how to be added as manager and to access your team account.
 - e. Manager will access team account from their family account, by selecting the Manager Role, as explained
- IV. **FREE** -- Mandatory Real CO Team Communication App – [TeamSnap](#)
- V. Team Registration:
 - a. Team coach provides roster to manager with player/family contact info.
 - b. Begin monitoring team roster in GotSport to follow who hasn’t registered for team
 - c. Start contacting un-registered players one week after tryouts to welcome them, urge them to register for their team in GotSport ASAP. [Click here](#)
 - d. All players must have had their DOB verified by CSA – this process will not be updated until after 7/15/20 – managers will be informed when available.
 - e. All players must upload a picture (*must be a headshot*) into their player profile/account.
 - f. Two weeks prior to 1st game (league or tournament), be sure to keep coach and competitive registrar updated on any un-registered players so coach can follow up with player.
- VI. Team Credentials (official team roster & player cards) – included in [Description of Role](#)
- VII. Uniforms- ***** All info coming ASAP -- new Fall 2020 vendor: soccer.com**
 - a. Uniform Coordinator –Manager should recruit ASAP
 - b. Info coming will include required uniform and practice kit pieces
 - c. Nike only on sideline
 - d. [Real Player Jersey Numbering System](#) must be followed.
 - e. Families will order their own kits directly. No fittings.
- VIII. Real CO Website – www.realcolorado.net
 - a. [Tournament and Travel Policy](#) – Currently being updated generally and for COVID-19 precautions – to be available in August. Managers MUST READ for very important and useful information re: coach expenses, chaperone policies, travel recommendations, etc.
 - b. [Competitive Forms](#)
 - c. [Fundraising Information](#)
 - d. [Daily Field Conditions/Status](#) – located on home page of realcolorado.net
- IX. Treasurer Role – Kathleen Steffe, kathleens@realcolorado.net

- a. Manager or spouse should NOT be the Treasurer
 - b. [Team Treasurer Handbook](#) – Everything you need to know
- X. Team Tournament/Travel Coordinator
- a. [Description of Role](#)
 - b. Club provides Approved Tournament List – [In-state](#) and Out-of-state and coach decides
 - c. Any other suggestions coach might have will be considered. Provide info to Tournament Director.
 - d. [Tournament Request Form](#) must be submitted to Tournament Director for every tournament *EXCEPT for Real Tournaments, State Cup & President's Cup.*
- XI. [Preparing for Fall Season](#)
- XII. [Colorado Soccer Association](#)
- a. Governing Body for League Play, State Tournaments, Sanctioned by US Youth Soccer, provides insurance for all CSA players, resolves disputes, provides referees for league games
 - b. Sets, posts and maintains all league schedules and rules of play
 - c. Approves all game rescheduling
 - d. [State Run Tournaments](#) (State Cup, President's Cup, Centennial Cup)
- XIII. Background Checks/SafeSport – **NOT AVAILABLE until August 2020**
- a. All coaches, team managers and chaperones must complete Background Check and SafeSport
 - b. Found under the REQUIREMENTS tab on the left-side tool bar on your profile page in your GotSport account.
- XIV. Fundraising Opportunities: VERY IMPORTANT TO OFFER –
- a. King Soopers Community Rewards, Great Lakes Scripts & Bingo – offered on a regular basis.
 - b. Please review [Fundraising Booklet](#). **(will be updated in August 2020)**
 - c. Questions: kathleens@realcolorado.net, Fundraising and Team Treasurer Support
- XV. Summer Competitive Footwork & Finishing Super Camp – all players encouraged to attend!
- a. Highly Recommended for U9-15 players
 - b. Dates and More information online, <http://realcolorado.net/camps/>
- XVI. [Game Rescheduling](#)
- XVII. Indoor Training – Inclement Weather and During Winter
- a. Team coach can get suggestions of facilities from their staff coaches
 - b. Up to manager to research, schedule
 - c. Treasurer will charge players and pay for usage
- XVIII. Indoor Soccer in the Winter
- a. Up to team – coach may make a recommendation but doesn't usually coach
 - b. Real Futsal League –highly encouraged
 - c. Family Sports Center or Arapahoe Sports Center Leagues
- XIX. Casino Real
- a. Silent and Live Auction, Season Fees Raffles, Dinner – usually in Feb. or Mar.
 - b. All Proceeds will go toward Real Colorado Soccer Complex
 - c. All Teams are required to provide an auction item – baskets, gift cards, cash
 - d. All families are invited – 400 guests max so event will fill early!
 - e. We need volunteers in all capacities!!! Especially planning committee.
- XX. Real Colorado Cup Memorial Day Weekend
- a. Play is Thursday (starting at 4pm) through Monday of Memorial Day Weekend every year
 - b. All Real teams are required to play
 - c. Team Volunteers Required – 6-2 hrs. shifts