

# COACHES FAQ



## CONTACT INFO

Contact information for the board, including the Director of Coaching and the travel directors can be found here: <http://www.shakopeesoccer.com/page/show/67089-board-club-contacts>

## GENERAL

### 1) I'd like to get involved in coaching, what should I do?

- a. The first step would be to contact to the Director of Coaching. He will talk with you about your interest and experience. From there, if it looks like there may be a good fit with a team available, he can walk you through the next steps.

### 2) What's required for me to do now that I'm a coach?

- a. There are three actions that need to be completed as soon it has been determined you will be coaching.
  - i. Background Check (must be done annually) – info here: [http://assets.ngin.com/attachments/document/0012/7197/Background\\_Check\\_Instructions.pdf](http://assets.ngin.com/attachments/document/0012/7197/Background_Check_Instructions.pdf)
  - ii. Concussion Training (good for three years) – info here: <http://www.shakopeesoccer.com/page/show/499995-concussion-policy>
  - iii. PACT Seminar (once every two years) – info here: <http://www.mnyouthsoccer.org/page/show/693487-pact>

### 3) Now I'm a coach where do I get those cool coach's shirts?

- a. If you are new to SSA, contact the Boys or Girls travel director with size information in order to receive your coach's shirt.

### 4) The coach's shirt is great, but where can I get other cool SSA gear?

- a. You can order SSA apparel by visiting this site: <http://www.shakopeesoccer.nginfanshop.com/>

### 5) What should I wear to games?

- a. SSA apparel should be worn to all games.

### 6) What if the weather is bad?

- a. Whether or not to hold practice in bad weather is up to the coach. Practice CANNOT be held in the event of lightning. For more information, see MYSA weather guidelines: <http://www.mnyouthsoccer.org/page/show/692946-mysa-weather-policy>
- b. On game nights, it will be up to the referee to call the game if there is inclement weather. They will explain the process to the coaches. At times, it may be the decision will be to wait a period of time for the weather to pass, and then start/resume the game.
- c. Occasionally, the city of Shakopee will close the fields. That status can be found on our SSA site and by following Shakopee soccer on twitter or by texting Follow ShakopeeSoccer to 40404.

### 7) Does the association have an attendance policy for players?

- a. Our expectation is that during soccer season, players attend games, practices and tournaments. The entire team suffers when players miss. At your first team meeting, please make sure parents are aware of the importance of making all games and practices and ask for conflicts up front. If there are known conflicts, make sure they communicate that to you.



## 8) How often should I meet with my parents?

- a. At a minimum you should have one preseason meeting (other than the all club meeting). This is your opportunity to further explain the goals you have for the team as well as your coaching philosophy and any other expectations you have.
- b. A mid-season get together is also helpful to touch base with your team on how the season is progressing against your goals, celebrate accomplishments so far, and to set the tone for the remainder of the season.
- c. A season ending get-together is also a good idea. It's a time to celebrate the successes and to thank the parents and players for their hard work.
- d. These get-togethers can be as easy as a meeting before or after one of your early season practices, a "party" at someone's home, or grabbing a meal or ice cream at a local restaurant.

## 9) How does the Maroon/Gold, C1, C2, C3 thing work?

- a. U9 and U10 play at either gold or maroon level. The level a team is placed at is determined by the Director of Coaching with input from trainers, coaches and the girls' and boys' director as needed to help make sure teams are placed where they will be successful (learn, grow and be challenged – not win the most games)
- b. U11, U12, and U13 play at C1, C2, C3 levels. The level a team is placed at is determined by the Director of Coaching with input from trainers, coaches, and the girls' and boys' director as needed to help make sure teams are placed where they will be successful (learn, grow and be challenged – not win the most games)
- c. U14, U15, U16 and U17 play at Premier, C1, C2 and C3. The level a team is placed at is determined by their record during the season. MYSA guidelines can be found here: <http://www.mnyouthsoccer.org/page/show/700580-promotion-relegation>
- d. U18 and U19 play at Premier, C1 and C2. With the exception of Premier, The level a team is placed at is determined by the Director of Coaching with input from trainers, coaches and the girls' and boys' director as needed to help make sure teams are placed where they will be successful (learn, grow and be challenged – not win the most games)

## ORGANIZATION

### 1) When will my roster be set?

- a. Initial roster placements are made after tryouts occur. Players are placed based on their tryout performance, as well as input received from coaches and trainers. There may be situations where spots are kept open in order to allow the flexibility needed to adjust teams as numbers change throughout the fall and winter. U11 + rosters are available in August, while U9/U10 in October. Coaches may not be placed with teams at the time the rosters are created as our Director of Coaching will spend time meeting with interested coaches to help make the best team/coach fit. Rosters will be solidified prior to the all club meeting(s) which generally take place in February.

### 2) What if I don't have enough players?

- a. Once tryouts occur and players are placed, if there are teams low on numbers, the association will work to fill those spots. Often there will be sessions during winter training where those interested in playing are invited to check the program out. Also, we always receive a number of inquiries about the opportunities to join teams from those who missed tryouts, are new to the program, or are deciding to give soccer a try. For questions about how those placements are handled, please refer to our Evaluation and Tryout Policy found here: [http://assets.ngin.com/attachments/document/0029/1369/Evaluation\\_and\\_Tryout\\_Policy.pdf](http://assets.ngin.com/attachments/document/0029/1369/Evaluation_and_Tryout_Policy.pdf)



### 3) What if I have too many players on my team?

- a. In rare cases, a team may be over-rostered. As an association, we work very hard to avoid this as it can be difficult to manage as a coach. In the event you have more kids that you can roster (for example, on U10 you can dress 12, but have 13); there are a number of ways to handle this. All players can participate in practices, training and scrimmages. For games, determine if there are any players with known conflicts. From there, it can be as simple as assigning the dates the other players will be sitting out. A player should never sit out more than one game, and for those who are not playing, it would be good to encourage them to still attend.

### 4) How do I get a team manager?

- a. This may be one of the most important decisions you make. Your team manager should be someone you trust to handle all of the administrative tasks which free you up to coach. You may know someone on your team that would be great – if so, go ahead and ask them. If you are new to the team and not familiar with the families, feel free to ask for input from other coaches who may have worked with that team, the boy's director, the girls director, etc. Another alternative is to reach out to your team and ask for volunteers. Team Managers will be given a binder with information needed and will also be invited to a meeting to help get them prepared.

### 5) What expectations should I set for my players?

- a. This can vary by team and coach, however, you should always expect your players come ready to play, that means:
  - i. Shinguards, appropriate shoes, ball, and water
  - ii. Absolutely no jewelry
  - iii. Long hair must be pulled back from face
- b. Players should be on time for games and practices and should let you know in advance of any events they will miss or be late.

### 6) How many tournaments should I enter?

- a. This will vary by team – age and level. In general, three tournaments is a good goal. One of them will be the Shakopee Cup Tournament. Tournament fees are extra; they are not included in the registration. Part of what you'll need to determine is how much of an appetite your team has for the extra expense of tournaments. It may be best to have an idea of the number of tournaments and which tournaments you'd like to attend and present them at a team meeting.
  - i. For example – U9: The season runs May – Early July; we'll look to do tournaments in May (Shakopee); early June and mid to late June. That gives three tournaments spaced nicely apart.
  - ii. Feel free to reach out to other coaches, the boys' director and/or the girls' director if you want input on what tournaments people have found to be well run.
  - iii. If your team is looking to go out of state for a tournament, there are additional protocols to be followed. Your first step must be to contact the board. From there we can guide you through the steps/forms that need to be completed.
  - iv. The following link is a good resource for tournaments:  
<http://www.mnyouthsoccer.org/page/show/669185-tournament-center>



## 7) How do I collect the fees for the tournaments entered?

- a. Your team manager is a great resource for collecting the fees from the parents. The easiest is to decide on your tournaments, total the fees, divide by the number of players, and collect one check per family. If you or your team manager is having difficulty getting payment, please reach out to Club Administrator Isensee, she can often help facilitate the collection process.

## 8) What if my team is worried about the added expense for tournaments?

- a. If your parents have concern about paying for the tournaments, there are fund raising opportunities available. For more information, please contact the club administrator.

## 9) Are there special steps needed to be taken if the team wants to travel to an out of state tournament?

- a. Yes, there are extra steps/forms/fees to be handled. The first step is to make sure to contact the Boys Travel Director or the Girls Travel Director. From there, they can guide you through the steps needed from an SSA perspective.
- b. Secondly, MYSO has specific steps that must be followed. That information can be found here: <http://www.mnyouthsoccer.org/page/show/696267-travel>

## 10) I am not sure how to structure my practices. What do I do?

- a. There are a number of online resources available.
  - i. <http://www.shakopeesoccer.com/page/show/270370-coaches>
  - ii. <http://www.mnyouthsoccer.org/page/show/669089-resources>
- b. As your team arrives for practices and games, rather than lining up and shooting, have them work on juggling, passing, rondo, etc., while you finish setting up for training or as you are transitioning between activities.
- c. In addition, you can always reach out to the Director of Coaching, and any of the coaches in the association.

## 11) When and how long should my practices be?

- a. Practice and game nights are determined by the MYSO. Nights applicable to your team can be found here: <http://www.mnyouthsoccer.org/page/show/669088-competitive>. The length of your practice is up to you, most run 75 – 90 minutes.

## 12) How many practices should I have?

- a. At a minimum, you will have two nights a week (see above). For U9 and U10, you will also have a night with a club trainer. This would be a Monday or Thursday night, depending on your schedule. As a coach, you can add other practice nights, however, please make sure you communicate with your team to determine the best day(s) to add training. You will also need to contact the field assignor ([refereedirector@shakopeesoccer.com](mailto:refereedirector@shakopeesoccer.com)) for any training you will be doing at the Complex outside of your standard nights. This includes any time at all that you will want to be at the complex training, mornings, evenings, weekends, it doesn't matter. The association will need to know as we track field usage and report it to the city to help support our case for continued maintenance of current fields and growth of new fields. It is also a liability concern.
- b. The club will be developing guidelines for training expectations based on age and level. Until then, use your best judgment and make sure you talk openly with your team about additional training. If you have any questions about what is appropriate, please contact the boy's director or the girl's director.

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- c. If you are training at “off hours” for example, once school is out, you decide to train one morning a week, these must be considered optional practices, unless 100% of your families can commit to that time. For example, if you decide to train 9:00 – 10:30 on Wednesdays, and part of your team cannot make it due to family work schedules, you can certainly hold that practice, you just cannot make it mandatory.

## LEAGUE PLAY

### 1) How do I know which teams I'll be playing?

- a. There will be an MYSA hosted meeting where teams must send a representative to receive their packets which include your schedule and opponents.
- b. Generally our teams are placed in the South District, but on occasion, we've had some age groups in the West and Southwest as well.

### 2) I have a game in Rochester...on a school night. What do I do?

- a. Depending on the district your team is placed in, it is possible you will have an opportunity to play teams in Rochester, Lakeville, Prior Lake, etc. Parents may not be excited about it, if possible, maybe make it an event – carpool, grab ice cream after, etc.
- b. If my parents want to forfeit and will pay the fine, can't I just do that?
  - i. NO! Forfeiting is more than the fine levied against the association. It impacts SSA's standing with the MYSA which is actually more “costly” than the fine. If you are in a situation where the parents are not happy with the travel, get in touch with the board right away. We will support you in the message of the importance to play, fines aside; forfeiting sends a terrible message to the players, who likely very much want to play!

### 3) When and where can I reschedule a game?

- a. A new MYSA rule this year calls for all reschedules to be completed within the first two weeks of receiving your schedule. Prior to the MYSA meeting, you will need to reach out to your team to identify any dates you know will be a conflict based on your playing nights. Once you receive your schedule, if you have a conflict, you'll need to work with the contact on that other team to move the game. If it's a home game, you will also need to involve the club's, field and referee assignor.

### 4) I am going to be short players for a game what should I do?

- a. If you determine you will be short players, you can pull up from a lower level team. That is a C1 team can pull from C2, C2 from C3. You can also pull from a younger age group; U11C3 can pull up from U10, etc. If you need to do this, your first call must be to the coach of the other team. You can discuss what you need and that coach can give you insight on which player(s) would be successful. From there, the coach of the team you are pulling from will communicate to that player(s) parents. From there it will be a matter of making sure the player has his/her pass for the game and that that pass is returned to them at the end of the game. At no time should a player be contacted directly.

## EQUIPMENT / UNIFORMS

### 1) When will I get my uniforms?

- a. If you have a new player, he/she would have ordered a uniform at the time of registration. Uniforms will be delivered to Club Administrator Isensee. Once received, you or your manager will be contacted to make sure the uniform gets to you.

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- b. If your player lost a piece of their uniform, contact the club administrator.

## 2) I need equipment. What do I do?

- a. For all equipment needs, contact the club's Equipment Director

## 3) How do players order the SSA Adidas warm up or SSA Adidas backpack?

- a. An online store will be open a number of times throughout the year to allow players and coaches to order the travel warm ups. An email will be sent out when the store is open. Please note that for other SSA customized apparel, just click on the "Apparel tab" at the top of [ShakopeeSoccer.com](http://ShakopeeSoccer.com)