



TEAM MANAGERS NSYSA U8-U10 and U11 & U12 Div 3

- Communicate information to the team (players, parents and coaches), regarding practices, games, field closures and changes, picture day, tournaments, etc.
- Team managers can use TeamSnap to communicate with parents/players, track player availability and attendance. Contact Betty Dodson communications@westvanfc.com for a WVFC TeamSnap account
- Relays team questions or concerns from the players, coaches or parents to the AGC
- Coach and/or manager attending games should have first aid kit and medical records at each game
- Attends club meetings, equipment/uniform pick up and distribution
- Check HOME field assignments on WVFC website <https://westvanfc.com/schedules> by Tuesday each week. **Check for any changes in your HOME games and report any changes to your team and the opposition**
- Communicates with opposition team managers to verify field location, game times, uniform colour, changes in game time and location, and field closures due to weather (opposition contact information on NSYSA website with schedules)
- Organizes or delegates optional team events (i.e. team bonding, parties, tournaments, etc.)
- For HOME games, after 1pm Friday check <https://westvancouver.ca/parks-recreation/field-conditions> to verify if fields are open. **Communicate field closures or changes to your team and the opposition teams immediately.**
- IMPORTANT NOTE: Team Managers and Coaches MUST NOT cancel games because of field conditions. The referee will make the final decision as to whether the field is safe for play, and can cancel or postpone a game.

AGE GROUP COORDINATORS (AGC)

- Facilitates transfer of information between the WVFC (Director of Divisional Play, Mini Coordinator, Field Scheduler, Registrar, Technical Staff, etc.) and the teams in their age group (i.e. practice and game schedules, changes in times or locations, closures, etc.)
- Assists club with team formation when necessary, and helps with transferring players during the season if necessary
- Assists club in identifying and placing team coaches and managers prior to the season start
- Provides support to coaches and managers for season start-up, and throughout the season

TECHNICAL LEADS

- We have five Technical Leads at WVFC - Grassroots U5-7, Mini's U8-10, Divisional Boys U11-18, Divisional Girls U11-18 and Goalkeepers U10-18
- The Technical Lead will be the first point of contact for our WVFC team coaches should they have any questions related to the technical side
- The Technical Leads will be present throughout the season at both practices and games to train and evaluate the players and coaches
- The Technical Lead will attend games to evaluate players' performances to help form teams for the following season (in conjunction with player evaluations submitted by team coaches and AGTC's)
- Technical Leads are available as a resource for coaches

AGE GROUP TECHNICAL COORDINATORS (AGTC)

- Each age group U8 – U18 has a West Van Football staff coach assigned as it's Age Group Technical Coordinator
- AGTCs attend a maximum of 2-3 practices for each team, to train and evaluate the players and coaches
- AGTCs attend a maximum of 1-2 games for each team to evaluate players' performances to help form teams for the following season (in conjunction with player evaluations submitted by team coaches)
- AGTCs are available as a resource for coaches

WEST VAN FC CONTACTS

Girls U18 AGC	Lisa Tan	girls-u18@westvanfc.com
Girls U17 AGC	Jennifer Tai-Smith	girls-u17@westvanfc.com
Girls U16 AGC	Tricia Lang	girls-u16@westvanfc.com
Girls U15 AGC	Virginia Ireland	girls-u15@westvanfc.com
Girls U14 AGC	Meighan Jury	girls-u14@westvanfc.com
Girls U13 AGC	Whitney Greenwood	girls-u13@westvanfc.com
Girls U12 AGC	Noelene Searle	girls-u12@westvanfc.com
Girls U11 AGC	Susie Joe	girls-u11@westvanfc.com
Girls U10 AGC	Catherine Linton	girls-u10@westvanfc.com
Girls U9 AGC	Annie Frind	girls-u9@westvanfc.com
Girls U8 AGC	Emma Arnell	girls-u8@westvanfc.com
Girls U7 AGC	Vacant	girls-u7@westvanfc.com
Boys U18 AGC	Annabel Wee	boys-u18@westvanfc.com
Boys U17 AGC	Vacant	boys-u17@westvanfc.com
Boys U16 AGC	Vacant	boys-u16@westvanfc.com
Boys U15 AGC	Azadeh Divangahi	boys-u15@westvanfc.com
Boys U14 AGC	Kelly Kerklaan	boys-u14@westvanfc.com
Boys U13 AGC	Vacant	boys-u13@westvanfc.com
Boys U12 AGC	Jill Fujibayashi	boys-u12@westvanfc.com
Boys U11 AGC	Julia Kutlubay	boys-u11@westvanfc.com
Boys U10 AGC	Preston Wong	boys-u10@westvanfc.com
Boys U9 AGC	Carrie Siu	boys-u9@westvanfc.com
Boys U8 AGC	Tara Baker	boys-u8@westvanfc.com
Boys U7 AGC	Vacant	boys-u7@westvanfc.com
Registrar	Julie Walker	registrar@westvanfc.com
Director of Operations	Jennifer Towert	jen@westvanfc.com
Field & Gym Assignor	Katie Li	fields@westvanfc.com
Equipment Manager	Patrick Li	equipment@westvanfc.com
Director of Football	Leo Nash	leo@westvanfc.com
Divisional Girls Technical Lead U11-U18	Matt Walker	matt@westvanfc.com
Divisional Boys Technical Lead U11-U18	Des Tachie	des@westvanfc.com
Mini Boys and Girls Technical Lead U8-U10	Greg Berry	greg@westvanfc.com
Grassroots Boys and Girls Technical Lead U5-U7	Adam Aziz	adam@westvanfc.com
Goalkeeper Technical Lead	Martin Vaca	martin@westvanfc.com
AGTC BU13 – BU16	Ravi Fisher	ravi@westvanf.com
AGTC GU8-GU10	Grace Stanley	grace@westvanfc.com
AGTC BU8-BU10	Jeff Kim	jeff@westvanfc.com
AGTC BU11-BU12	Jordan Gibbons	jordan@westvanfc.com
AGTC GU11-GU16	Danielle Ferreira	danielle@westvanfc.com

LEAGUE SCHEDULES & RULES

- Links to all WVFC youth soccer schedules can be found on WVFC Website Schedules Page: <https://westvanfc.com/schedules>
- **Mini Boys & Girls U5-U7** (West Van Street Soccer) play every Saturday at Fred Jopsen (Ambleside B) <https://westvanfc.com/street>
- **Mini Boys U8-10 and U11 & U12 (Div 3)**, and **Mini Girls U8-U10 and U11 & U12 (Div 3)** play North Shore Youth Soccer Association (NSYSA). Schedules are emailed from your AGCs and are posted at <http://nsysa.ca/MiniSoccer>
- **North Shore Youth Soccer Association (NSYSA) Small Sided Soccer Rules** <https://nsysa.ca/upload/doc/SmallSidedRules.pdf>
- **BC Soccer Rules and Regulations**
- <https://www.bcsoccer.net/files/AboutUs/BylawsRulesRegsPolicies/2021BCSoccerRulesandRegulations.pdf>

WEBSITES FOR SCHEDULES, RULES, FIELDS & REFEREES

West Van FC Schedules	Links to all leagues and schedules	https://westvanfc.com/schedules
West Van FC Team Contacts	All WVFC Teams and Team Contacts	https://westvanfc.com/webapps/spappz_live/team_pages
North Shore Youth Soccer Assn (NSYSA)	U8-10 & U11-U12 Div 3	http://nsysa.ca/MiniSoccer
BC Coastal Soccer League	U13-U18 Metro, U11-U18 Division 1 & 2, U13-U18 Division 3	https://www.bccoastalsoccerleague.ca/
West Vancouver Field Conditions & Closures		https://westvancouver.ca/parks-recreation/field-conditions
North Vancouver Field Conditions & Closures		https://www.nvrc.ca/facilities-fields/field-status-locations
Referee "No Show"	NSYSA Referees	nsysarefassignor@gmail.com
Lower Mainland Field Locations		https://www.bccoastalsoccerleague.ca/fields

SAFETY & ETHICS

- WVFC Coaches and Managers should all sign and hand in the Coaches Code of Conduct: https://drive.google.com/file/d/1ZD9GjbUZB_kjSSxZ1WniMQoXNGbn70gY/view
- Managers have parents and players to read, sign and hand in Parent and Player Code of Conduct forms:
 - <https://westvanfc.com/upload/doc/Parent%20Contract.pdf>
 - <https://westvanfc.com/upload/doc/WVFC%20Athlete%20Agreement.pdf>
- WVFC Safety and Health information: <https://westvanfc.com/health>
- WVFC Player Safety <https://westvanfc.com/Safety>
- Canada Soccer Code of Conduct to Protect Children in Sport: https://drive.google.com/file/d/1OOMRfZ_QY6QN1-GC706W8o6XMzTsdDf/view
- Canada Soccer Code of Ethics and Safety: <https://drive.google.com/file/d/1DQ3zglc85GT-4a8Jgx1u1kZYGE1n8wXp/view>

CONCUSSION PROTOCOL

Coaches and managers should familiarize themselves with the symptoms of concussion, and understand the protocol for handling a concussion. Concussions are caused by a blow to the head. It can be caused by impact with another player's body, the ground, or equipment. When a player has experienced any blow to the head, please look for the following symptoms:

- Headache
- dizziness
- daze, confusion or disorientation
- seeing stars
- poor coordination or balance slurred speech
- slurred speech
- sensitivity to light
- nausea & vomiting
- ringing in ears
- tiredness and irritability
- poor concentration

If a player is experiencing any of these symptoms they should not continue to play, and should seek a medical professional's diagnosis.

Coaches & manager should use this online concussion tool if necessary: <https://www.cattonline.com/>