

## Discovery Cup 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 1<sup>st</sup> Game

If your game is the 1<sup>st</sup> game of the day, report to Tournament Headquarters located under the blue tent outside of the Discovery Sports Center. 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

The HOME team will provide an adidas game ball to referee for the match. NO other balls are permitted to be used for matches. EVERY team will be given an adidas game ball at Registration.

### 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.

Report all accidents immediately to headquarters via radios. **Use Channel 1 to report accidents or to communicate with Headquarters.**

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

### Post-Game

Have referees complete score 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 were indicated.**

Report scores to headquarters at the completion of each match, but no later than 15 minutes of game's end. Provide field number, game number/time, teams and scores, red/yellow cards. **Use Channel 2 to report scores.**

Give the scorebook, pinnie and radio to the NEXT Field Manager.

Collect trash from field and site area.

### 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 insure 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 summons a trainer on your radio. **DO NOT CALL FOR AN AMBULANCE.** The trainers will handle ALL injuries.