



Feathers and IP Managers

Thank you for volunteering and welcome to the beginning of cold rinks and great friendships. As a manager at this level, there are not many responsibilities. There is a lot of good information in the regular Manager's Manual. The following is a checklist you can follow to help make this a successful season.

- Contact the Manager Coordinator, Mark Scholey at managercoordinator@chbawings.org to get your name on the distribution list
- If requested the Manager Coordinator will open a bank account for your team. The Manager Coordinator will be one of the signing authorities on the account. You will need a letter from her to open a bank account at the Cole Harbour Scotiabank. They will be one of the signing authorities on the account.
- The manager is responsible for tracking 50/50 tickets and collecting money
- You will need to make sure all the coaches are up to date on their certifications. No coach is allowed on the ice past December 1st if they are not certified. This includes Criminal Record Check and Child Abuse Registry
- Start looking into jamborees, these are an extra cost to the parents
- Have a parent meeting to discuss the season:
 - Juice boxes
 - Jamboree(s)
 - Expectations from coach(s)
 - Any team building or activities outside the rink
 - You do not need access to Goalline. You will only need travel permits if traveling outside HRM for jamborees and you are NOT permitted to travel outside of the province.

If you have any further questions or concerns, please feel free to contact Mark Scholey, Manager Coordinator at managercoordinator@chbawings.org.