

Guideline Number 6: Three Rivers Club (Premier, District Select and Metro League)

1.0 Purpose

To establish the guidelines for administering the T-CYSA Three Rivers Soccer Club (hereafter, the Club) in Premier, District 6 Select League and Metro League, to establish a Club Committee, and to define the responsibilities and authorities of the Club Committee.

2.0 Scope

The Club will be the administrative body for all traveling teams within the T-CYSA. T-CYSA teams ages U-12 and older will compete at the District level or at the WSYL State level. All T-CYSA Metro teams will compete at the appropriate level as scheduled by the Metro League Coordinator or District 6 Director of Competition.

3.0 Club Objective

Provide a soccer program with multiple levels of participation based upon standards of play available in state and district league competition. The Three Rivers Soccer Club will provide opportunities for player participation through team formation and administration at each level of league competition according to a player's motivation and capability.

Our goals are to:

1. Promote the game of soccer, with an emphasis on acquisition of soccer skills to enable realization of a player's personal goals in the game, and
2. Present a higher standard of soccer for those players and families willing to make a higher level of commitment. The Club will set standards of training excellence, provide guidance, encouragement and support of player development methods at all levels. In addition, the Club will provide opportunities and guidance to those athletes who strive for further participation on state, regional or national Olympic Development teams, collegiate and/or professional programs.

4.0 Club Committee

The Club Committee shall consist of each Club team's head coach and manager, and the following Executive Club Committee:

1. Club Director
2. Club Assistant Director (if appointed)
3. Club Secretary
4. Game Scheduler
5. Club Registrar
6. Premier, District Select, Metro League, Uniform, and Field Coordinators
7. Three Rivers Head Coach
8. Three Rivers Mediation Committee Chair

Each member shall have one vote. The Club Secretary shall record the minutes of each Club Committee meeting. Copies of Club Committee meeting minutes shall be provided to all members of the T-CYSA Board of Directors.

The Club Director is responsible for implementing these guidelines with all Club Teams and has the authority to interpret these guidelines and make decisions for the good of the Club in areas not specifically addressed. The Club Director has the responsibility to ensure that the T-CYSA

Club program complies with all WSYSA, District 6 and T-CYSA rules and regulations.

The Club Committee collectively may interpret these guidelines in areas not specifically addressed in order to provide appropriate guidance to the Club Director. The Executive Club Committee may adopt rules of operation to assure continuity of function.

The Club Director will convene meetings of the Club Committee after coach selection but before team tryouts, after completion of the tryouts, before the start of the fall season, and on other occasions as needed.

5.0 Club Director

The Club Committee will elect a Club Director in odd-numbered years at a meeting of the Club Committee held after the T-CYSA Annual General Meeting but before coach selection for the following year's teams. If the Club Director leaves office before the completion of his/her term, the Club Committee will convene to elect a person to serve for the remainder of the term.

The Club Director shall have overall responsibility for all Club teams participating in district, state, regional or national competition. Specific duties are as follows:

1. Provide liaison between the T-CYSA Board of Directors and the District 6 Director of Competition.
2. Provide leadership as Chair of the Club Committee and take guidance from the Club Committee.
3. Coordinate the formation of Club teams and selection of coaches.
4. Appoint coordinators responsible for team formation for Premier, District 6 Select and Metro teams. These coordinators shall assist the Club Director in other duties as requested.
5. Appoint a Club Registrar to assist in registering Club team members.
6. Appoint a Secretary to record meeting minutes.
7. Appoint a Three Rivers Head Coach (with approval of the Executive Club Committee) to work with coaches on technical coaching issues
8. Attend District 6 Board meetings.
9. Provide a single point of contact for teams that regularly play outside the Association.
10. Establish and administer a Club budget.
11. Send an informational letter on the Club and hold an orientation meeting for all U-11 players and U-12 recreational players within T-CYSA by early February each year.
12. Maintain a list of qualified evaluators for team formation.
13. Provide means to evaluate coach's performance during the year.
14. Delegate Club Directors duties as necessary.

6.0 Team Financing

Club teams are expected to be self-supporting. Club teams will be responsible for team fees to cover the cost of scheduling, referees and other administrative expenses. The costs of uniforms, practice equipment and tournament entry fees are the responsibility of the Club teams. Club teams are allowed to solicit contributions for sponsorships from appropriate outside organizations. The Club Director shall approve sponsors and placement of sponsors' logos.

7.0 Discipline Problems

The Club Director and/or the Three Rivers Mediation Committee may take disciplinary or corrective actions for minor offenses. More severe internal Club problems that require a formal

hearing will be referred to the Club Coaches Ethics Committee for action per Guideline 7. It is the responsibility of the Club Director to ensure that the corrective actions are implemented.

Any problems that arise between coach, players, or parents should first be referred to the coach. The coach should attempt to resolve the problem. If the coach is unsuccessful, the problem should be referred to the Club Director, then to the Three Rivers Mediation Committee. The objective of the mediation committee is to achieve positive resolution before any escalation to disciplinary or ethical proceedings.

If sufficient players refuse to participate on a team after the season has begun such that the team must fold and be removed from competition, those players will not be considered for other Club teams for the remainder of that season. To be considered for District Select or Premier teams the following season those players must petition the T-CYSA Board of Directors to explain their actions. Teams in the middle of a season must be strongly encouraged to stay together to complete that season.

8.0 Coaching

Coaches at all levels of Club play are expected to follow the T-CYSA philosophy for the development of youth. Coaches' conduct during matches and training sessions is expected to be exemplary. Violations will be subject to investigation and will be dealt with in a manner consistent with T-CYSA rules. The Club Director will provide reports to the T-CYSA Board of Directors as needed. Coaches are encouraged to further develop their coaching skills by attending WSYSA and USYSA coaching clinics.

Coaches shall utilize current soccer coaching methods supported by Washington State Youth Soccer Association (WSYSA) and/or US Youth Soccer and be capable of teaching players in a constructive, positive learning environment.

Although it is acceptable for coaches to help out with other teams, on a part time or guest basis, Club coaches will be registered as a coach or assistant coach of only one Club team at a time. It is expected that the registered coach of record will be actively involved in team training and preparation of the team for league competition.

Players registered in T-CYSA must be given opportunity and access to teams on the basis of soccer ability and not what High School program they may be attending or will attend in the future. Current High School coaches may coach in accordance with WIAA rules.

Coaches are encouraged to provide playing time for all players in each game and to foster an environment where all players feel like an integral part of the team. They must also strive to assure harmony of the coaching staff, players and parents through open communication, fair and just treatment of players, and consideration of individual player needs within a team context.

9.0 Coach selection

The Club Director will form a coach selection committee. The same evaluation-selection committee should do selection of coaches within a particular age group. The Club Director will be the administrative chair of the selection committee. Members of the committee shall not participate in the selection of a coach for the age and sex division in which they are coaching or have any children participating.

The Club Director will contact potential candidates to coach Club teams. Candidates must submit a written soccer resume to the committee before the scheduled coach selection process. In late Fall and before coach selection, the Club Director will send out coach evaluation forms to the parents of all players on teams U-11 and older. The committee shall interview each candidate and make a selection using the following criteria: coaching skills, sportsmanship, experience, ethics, license level, knowledge of the game, team performance, knowledge of T-CYSA and WSYSA rules, available evaluation forms from parents, judicial reports and other criteria as determined by the committee. Each of these criteria will be properly weighted as to importance in determining the best candidate for the position. Coaches should have a minimum of a D license, and a USSF National C license or higher is encouraged .

District Select and Premier coaches will be assigned for one year. Current coaches desiring continued appointment to a Club team must submit their request in writing to the Club Director before the scheduled coach selection process. District Select and Premier coaches are expected to devote appropriate time to practice sessions and preparing for practices. Coaches are expected to attend all of the team's games, except for unforeseen circumstances. The coach selection committee should evaluate each coaching candidate's ability to meet this requirement.

The Club Director shall provide for monitoring and evaluation of each coach's performance during the year. Results of this evaluation will be used when considering the coach for succeeding years. If an existing coach has had a good track record the previous year and no other person has applied to coach that age group then an interview may not be required, but a written request to coach the following year is required before the scheduled coach selection process.

Coaches do not "own" the team they are assigned to coach once the team is formed. Club teams are jointly administered by the Three Rivers Soccer Club and the individual team leadership (team head coach, assistant coach, team manager, etc.).

Coaches are expected to plan and implement an appropriate training curriculum, to prepare the team for competition, and to provide opportunities to play in league and tournament competition to facilitate player growth in the game.

10.0 Team Formation

A working committee appointed annually by the Club Director will establish the team formation process. This committee will prepare a Team Formation Procedure document which reflects the current developmental model approved by the TRSC Club Committee. This procedure will be distributed to all members of the Club Committee prior to tryouts.

The order of team formation will be as follows: Premier teams and teams designated to attend LPTs will fill their roster first. District Select team(s) will have the second selection. Metro teams will not have a field tryout.

10.1 Field Tryouts

Player selection and team formation for U-12 to U-19 District Select and Premier teams will be conducted via field tryouts. In general, player tryouts will be based upon evaluation in game conditions. From observation of free play at the tryout, the evaluation team will first establish the relative size of the player pool for selection. From the

established pool, the assigned team will have the opportunity to select players to form team(s) in accordance with T-CYSA's goals and objectives for the age group.

Player selections made by the assigned team should have the concurrence of the members of the evaluation team. If, in the opinion of the evaluation team, player selections are not in accordance with particular age group goals and objectives (such as A/B team formation), the evaluation team may provide appropriate guidance during the selection process.

If enough players try out to form more than one team in a particular age and division, the evaluation team and Club Director will decide if other teams should be formed, based upon the numbers and level of skill of the players.

All players participating in the field tryouts will be required to register or otherwise provide the standard T-CYSA medical indemnity before they will be allowed to try out. The Club Director shall inform all players of the date, time and location of field tryouts.

All players who try out will be notified whether or not they made the team by the coach within three (3) days of the last day of field trials. Players must fulfill their obligation to their current team prior to the end of the spring season. A team meeting will be held with the coach, players and the parents of each player within two (2) weeks of the formation of the new Club teams to discuss team plans.

10.2 Player Evaluation Team

The Club Director will form a player evaluation team for the purpose of selecting each team. The team shall consist of the assigned team coach(es) and a minimum of two independent evaluators.

Evaluators should have recent coaching experience at the appropriate level if possible; for example, U-16 to U-19 Premier teams should be evaluated by coaches with experience at older Premier or Olympic Development Program (ODP) levels.

10.3 Number of Players

Each team will be required to select 16-18 players. Each team will not exceed the State limit of 18 players.

After completion of player selection, each coach may designate up to three (3) additional players as alternates. The list of alternates must be presented to the Club Director within one week after player selection, along with the list of players selected for the team. Alternate players will not be notified that they are alternates. Alternate status will expire on August 15 of each year.

The Club Director shall approve requests for player deletions, additions, transfers or releases. Player movement from or to a team is governed by WSYSA rules of transfer, add/drop or release.

10.4 Playing Up

T-CYSA emphasizes that players should play within their own age division. Parents or

guardians of players wishing to try out to play up on an older age division in Club District Select or Premier must sign a request that the player be allowed to play up. Requests to play up more than one year are strongly discouraged. The Club will emphasize that there is no overriding developmental reasons for a player between U12-U14 to play up to an older age group Club team unless it is to stay within their school peer group.

However, at the tryout, the Evaluation Team shall determine if a play up should make the team. The Evaluation Team should evaluate and balance the needs of the player and the needs of the Club team. For Metro Division teams, play-ups will be allowed without a formal parental request if it is necessary for team formation, as determined by the Metro Division coordinator.

10.5 Player Selection for Existing Teams

Player selection for existing teams is expected to be a gradual strengthening process and not a wholesale change of players every year. Players are not protected during an open tryout process. Every player selected must qualify for the player pool. A goal of the team formation process is to attempt to maintain the Premier Club team's league level from the previous year, where possible, and to maintain team stability at all levels. The Team Formation Procedure document will address procedures to implement these requirements. If the coach feels that injuries, or other circumstances have made it impossible for qualified players to participate in the tryout, a supplemental tryout may be scheduled for a later date, with approval by the Club Director.

Except for unusual circumstances that must be approved by the Club Director, all coaches and evaluators will attend all sessions, in order to evaluate all draft pool players. The evaluators and coaches will observe and evaluate the players present at the tryout to determine the size of the player pool.

Current players and new players trying out for the team will attend tryouts. The evaluators and coach will evaluate the players to first identify the tryout pool for the number of teams being formed. A coach will select players from the identified player pool using a process that is agreed upon by the Evaluation Team prior to selection.

10.6 Additional Players

If the number of players on a team drops below what a coach feels appropriate, after all alternates have been added, or if an insufficient number of players have been selected after the normally scheduled tryout, the coach may add additional players through supplemental tryouts. Players must meet the requirements of para. 10.1 to participate in a supplemental tryout. Players who have begun the regular league season with one team may not try out for another team in a supplemental tryout until the season is completed. Under exceptional circumstances, this restriction may be waived provided the Club Director determines that both affected teams remain viable. All unassigned eligible players must be notified of any additional supplemental tryouts, and all such tryouts must be scheduled with the Club Director.

10.7 Special Requirements on Team Formation

U-12: The transitional nature of the U-12 teams will be stressed, i.e., teams are only

formed for one year and then new traveling teams are organized at the U-13 level. An effort will be made by the Evaluation Team to choose the maximum number of players. Teams are expected to keep expenditures for uniforms, etc. at a minimum during this transitional year. As many U-12 Club teams will be formed for both boys and girls as there is player talent, interest and commitment to form.

U-13 & Above: Team formation will be by consensus of the Director of Development and the Club Director whether to form the teams on an A/B concept or to retain equal teams depending upon the results of the previous year, the number of returning players, and the recommendation of the Evaluation Team. The recommendation of the Evaluation Team will resolve any ties.

10.8 Metro Team Formation

Club Metro teams will be formed by the Club Metro League coordinator generally according to T-CYSA Guideline Number 2, "Team Formation" with the approval of the Club Director. Once their teams are in the Club, coaches and team managers will become members of the Club Committee and will be subject to the rules herein. The Metro Coordinator will select coaches for Metro teams. Out-of-town travel within District 6 will be required of Metro teams.

Metro teams may add unattached players during the season to fill their roster. All additions are subject to the approval of the Club Director and the T-CYSA Registrar, following normal WSYSA procedures for movement of players.

Club Metro teams may be required to play in a mixed age group depending on the number of teams available in the Club in any specific age group. Coaches should be prepared to play teams either one age group older or one younger. In some cases, Metro teams may be scheduled to play District Select teams.

11.0 Club Uniform Policy

Three Rivers Teams shall comply with the current uniform policy when representing the Three Rivers Soccer Club in any competition.

12.0 Tournaments

- 12.1 Attendance at Three Rivers sanctioned events (e.g. tournaments & jamborees) is mandatory
- 12.2 It is expected that Premier teams play in the State Cup Competition

13.0 Guideline amendments

Proposed changes to this Guideline will be referred to the Executive Club Committee. The Club Director will present the majority recommendation of the Executive Club Committee to the T-CYSA Board of Directors for approval.