

HERNDON BASKETBALL

Team Manager Expectations

Purpose & Role

Team Managers are vital members of the Herndon Basketball Program. You are not just helpers — you are part of the team. Our success on and off the court depends on everyone fulfilling their role with pride and excellence — players play, coaches coach, and managers keep everything running smoothly.

General Expectations

- Professionalism: Represent Herndon Basketball with pride, respect, and maturity.
- Reliability: Be on time, prepared, and ready to work at every practice, home game, and away game.
- Team Spirit: Encourage players, support coaches, and bring positive energy.
- Confidentiality: What happens in practices, locker rooms, or meetings stays within the team.

Practice Responsibilities

- Mandatory attendance: Varsity practices 7:00–9:00 PM.
- Arrival time: Be in the gym by 6:40 PM for setup.
- Setup: Prepare water, basketballs, towels, and gear.
- During practice: Track attendance, assist coaches, and keep the floor clear.
- After practice: Clean up and store all equipment and bottles.

Game Day Responsibilities

Home Games:

- Arrive at least 45 minutes before warm-ups.
- Fill water bottles and mix Gatorade.
- Set up equipment, scorebook, camera, and extra jerseys.
- Record the game and keep stats.
- Clean and pack all gear post-game.

Away Games:

- Attendance mandatory for all away games (Coach Sam will not be present).
- Bring extra jerseys, first aid kit, and equipment bag.
- Record the game, keep stats, and assist coaches.
- Ensure bench and locker room areas are clean before departure.

Equipment & Supplies

Managers are custodians of all team equipment:

- Basketballs, cones, towels, clipboards
- Water bottles, Gatorade containers
- Jerseys and uniforms
- First aid kit and tape
- Camera, tripod, chargers

Keep all items organized, clean, and ready for use.

Communication

- Maintain open communication with Coach Hamilton and Coach Sam.
- Notify them in advance of any absences.
- Confirm travel details and setups before away games.
- Report damaged or missing items immediately.

Attitude & Leadership

You are the backbone of our operation. Your preparation allows players to focus and coaches to coach. Approach every task with pride and purpose. Your dedication reflects the excellence of Herndon Basketball.

Acknowledgment

By serving as a Herndon Basketball Team Manager, you agree to uphold these expectations and carry yourself with the same commitment, discipline, and pride as our athletes and coaches.

Together, we are One Team — One Family — One Purpose.

Herndon Hornets Basketball ■