

TTC Women's Lower Mainland Tennis League **Roles & Responsibilities**

Role of League Coordinator:

- Coordinator is an executive position on the TTC board.
- Attends executive meetings 6-8 times per year, including the AGM.
- Submits AGM executive report.
- Surveys interest in league play for following season (both returning players and new players).
- Ensures each team has Captains.
- Responsible for ensuring teams are registered, membership paid, and ensure Tennis BC coordinator emails are forwarded to Captains.
- Primary liaison with Tennis BC Women's League Coordinators and TTC.
- Works with Captains & TTC Webmaster to ensure Club calendar dated with HOME game assignments for each division.
- Works with Captains to determine player/team assignments & roster changes.
- Addresses any player/team misconduct concerns within League or Club.

Role of League Team Captain:

- In conjunction with Coordinator determine/assess player positions based on Tennis BC stats, previous season stats, and following TTC ladies league guidelines.
- Ensures team adheres to Tennis BC Women's League Rules & Regulations.
- Submits team roster.
- Attends scheduling meeting (or delegate) & submits HOME game dates to TTC Webmaster.
- Determines weekly court roster for the best outcome possible given availability on each day.
- Communicates with opposing team Captain prior to each league match.
- Handles scoresheets and submits game scores for all HOME games.
- Coordinates/delegates:
 - Ball purchase
 - Social activities/food post-match
 - Car-pooling
 - Seasonal social activities as hosted by TTC & League teams.
- Attends post-season league meeting to share any issues raised & determine any changes going forward (may include player movement between teams).
- Captains may choose to organize pre-season practice (not mandatory).
- Note: Organization of fall/winter block bookings and organized "team" summer tennis is NOT a captain duty.

Role of League Player:

- League entry: Starts at Div 5 for new players, unless ranked or has previous Tennis BC stats.
- Be a committed, competitive team player.
- Agrees to abide by the Tennis BC Women's League Rules and Regulations as well as the League Code of Conduct.
- Agrees to division/court assignment as determined by Captain/Coordinator.
- Willing to play up/down court as per League rules.
- Accepts that dedicated partnerships are not routine.
- Understands playing league matches is not guaranteed – no "equal number games" expectation.
- Assists with volunteer team duties for both weekly games/practices and hosting Club socials.
- Acknowledges that if you sign up for league you agree to these terms.