

12-23-08

Club Directors,

We are getting close to the start of the Great Plains tournament season. We want to remind you of some existing procedures, as well as some new requirements.

**Adding Coaches to Rosters:** In order for a member to be added to a roster as a coach, they must fulfill all the requirements set forth by USA Volleyball and the Region. Coach requirements are:

1. Registered and paid membership
2. Have a current background screening
3. Must be IMPACT certified
4. Coaching status must be eligible (Registrar must manually update)

Coaches can only be added to a roster as a 'Coach' or 'Assistant Coach', NOT as a 'team rep' or 'Undetermined'. If you are unable to add a coach to a roster in the proper role, then some requirement(s) are not current. If you know your coach has completed all of the requirements, but they still do not show as 'eligible', check with the registrar to see if the coaching status is eligible. The coaching status eligibility is a manual step completed by the registrar.

**Club Directors:** All Club Directors must be IMPACT certified by next year regardless if you coach or not. Please make arrangements to attend an IMPACT clinic as soon as possible. The region will waive the \$25 fee in the 2009 season, if you are the club director and have not yet attended an IMPACT clinic.

**Rosters:** ALL rosters for tournaments must be printed from the On-line Registration (Webpoint) system. The correct roster will have the tournament release information at the bottom of the roster. All rosters must include current uniform number information. If rosters contain waived players, the waived players and uniform numbers must be entered by the region staff. There should be no participants written on any roster for any reason.

To print these rosters, log-in to your personal account in the Webpoint system, go to the club mgmt (management) tab and click Team Form Search. Select the team(s) you want to print, then select Jr Roster w/Tourney Release option under Roster Form at the bottom. Then click Search Rosters and print. Each roster should print on a separate page. Coaches must have a current roster at each tournament.

**Coaching Badges:** Coaching badges will be sent out soon. Badges will be mailed to each individual coach or sent to the site where a team will be playing on the first weekend. Make sure all coaches are on the roster. ALL coaches are required to wear their coaching badge while on the bench coaching a junior team. The day officials are instructed to enforce this requirement.

**Online Tournament Entry System:** The instructions for the on-line tournament entry system have been revised slightly. Read the instructions at [www.gpvb.org](http://www.gpvb.org), Juniors tab/tournament information to set up your club in the online tournament entry system. If you have further questions, contact the region office. Rosters will not be approved if a coach is not listed on the roster.