

## Captain's Responsibilities

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#### Article 1: Team Captain

When registering for a team sport, a captain must be designated to the Intramural staff.

This person will be the main contact between the intramural sports program and the team.

#### Article 2: Responsibilities

The team captain is a vital link between the individuals participating in a sport and the competitive sports staff. For this reason, any person assuming the role of a team captain has a number of responsibilities he or she is obligated to. The captain is responsible for:

- Attend all mandatory captains meetings
  - Failure to do so will result in a one game suspension.
- Routinely checking email to ensure that vital information passed on by IM coordinators is circulated to players. \*
  - \* If email is not a viable form of information dissemination, it is the responsibility of the captain to alert IM coordinators to this information, as well as provide a preferred alternative form of communication.
- Make sure all team members are eligible to play in an intramural contest.
  - This not only Includes whether or not they are an eligible student or faculty/staff member at Whitworth, but also having full knowledge that each member is playing on a legal number of teams and has paid their fees.
- Inviting all teammates to join their team through the intramural sports online registration and management system at IMLeagues.com.
- Ensuring that all teammates are registered on IMLeagues.com before game time on the day of the event.
  - Informing all players of the game time and location, including checking the playoff schedules the first day of posting and every day following competition.
- IDs are required at all intramural events and must be presented each time an individual plans to participate in an event.
  - Representing each member of their team and being the only participant to discuss rule interpretations and calls with game officials.
  - Filing all protests, officials' evaluations, etc., with the intramural sports staff on time.
  - Knowing all scheduled meetings, rules, policies and procedures of the intramural sports program and passing this information along to all team members.
  - **Assisting The Intramural Staff with Implementing the Sportsmanship Policy to All Team Members.**
- Arriving at the game site at least 10-15 minutes prior to the start of every contest to be sure all teammates are checked in and that any necessary equipment is checked out.
- Communicating with the Intramural staff throughout the season about any problems or concerns that may be occurring at the site.

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- Cooperating with the Intramural staff at the game site concerning any protests, incidents or accidents that may occur and with the intramural staff 1-2 days following such occurrences and communicating team preferences via IMLeagues.com when requested for playoffs.

### **Article 3: Mandatory Captain Quiz**

Each captain will be required to complete a captain's quiz prior to registering his/her team online at the Whitworth IMLeagues site. The captain will be prompted to complete the quiz when creating a team. The captain must score 100 percent on the quiz to register the team. All questions will come from the Intramural Sports Handbook and/or the specific rulebook of the sport.

### **Article 4: Inclement Weather Situations**

Intramural activities are subject to cancelation due to poor weather and/or field conditions. The decision to cancel games will not be relayed to Intramural staff until 4 p.m. on the day in question. In the event of inclement weather (rain, snow, etc.), all information regarding the status of events due to weather cancellations, will be distributed through the message center on IMleagues.com as these events occur. These messages will be sent directly to your email. It is the responsibility of each team captain to check the website/email/text, and to relay this information to your teammates. Whitworth IM staff *will not* contact individual participants to inform them that games are canceled due to weather.

### **Article 5: Team Evaluation of Officials**

Teams are always afforded the chance to evaluate the officiating crew after each contest/event. A ref evaluation sheet is posted on IM leagues under sport rules, to be filled out as needed. These evaluations will be reviewed by a professional staff member and used as a learning tool for our officials. Please take time to evaluate performance that you consider excellent, poor or anywhere in between. These evaluations are to be taken seriously. Anonymous evaluations will not be accepted, however the name of the evaluator, depending on circumstance will not necessarily be given to the official in question.

Evaluations will be on a scale of 1 to 5. One being poor performance, 5 being excellent performance. Any evaluation with less than a 4, must be accompanied by a detailed note explaining your reason for the rating in question.

### **Article 6: Rules and Eligibility Protests**

All protests must be filed at the time, or within one day of the incident in question by the team captain. Sports may have a specific set of rules regarding when a protest may be filed. *Please refer to Section 10: Protests.*