**Birmingham Rugby Manual for Men’s Club (Age 18 and Up)**

**Last updated 8/16/2022**

1. **Registration**
* **You must register on our website every season AND you mut register with USA Rugby once per year. The USA Rugby part used to be called CIPP so you will still hear people call it that.** See <http://birminghamrugby.com/pay-dues/> for up to date information.
* **TeamSnap:** After you register on our website you should receive an e-mail within a few days that contains a link to the Teamsnap app. Please use this to mark your availability for upcoming practices, matches, and other events. Coaches rely on this to know who to expect when. You can make changes on the fly and it’s helpful for you to see if times change, venues change, etc. Please do not rely solely on information you see in a group chat in Whatsapp or anywhere else.
1. **COACHING STAFF**

See <http://birminghamrugby.com/contactscommittiees/> for up to date information.

1. **OFFICERS**

Your team officers manage the club and its policies along with coaching staff and other board members. If you have ideas, complaints, or concerns please bring them to one or all of the officers.

* See <http://birminghamrugby.com/contactscommittiees/> for up to date information on who the officers are.
* Officers are elected once per year.
* Officers must attend team meetings, board meetings, and occasional Union meetings.
* Officers preside over committees unless otherwise stated.
* Officers’ must pay the same team dues as players.
1. **SEASONS**

Fall – A good time for new players to learn the game. Some matrix (division) matches may be played but we mostly make our own schedule.

Spring – Matrix Season. A high level of commitment is required to be competitive. We play matches scheduled by the True South Union of USA Rugby. Playoffs typically begin in April.

Summer – 7s Season. You choose your level of participation. 7s rugby consists of all day tournaments. Birmingham usually participates in 3-6 tourneys per summer (including our home tourney) and enters two teams when possible (not including UAB).

1. **COMMITTEES**

Team committees are how the club distributes the many tasks and responsibilities that go into managing the team. Every member is expected to serve on at least one committee. Committee Chairs are responsible for managing their committee and reporting to officers.

See <http://birminghamrugby.com/> for up to date information.

1. **DUES**

The Birmingham Vulcans are a non-profit athletic club. The only funds we accrue are the ones that we either raise, solicit through sponsorships, or pay through dues.

***Dues Information***

* See <http://birminghamrugby.com/> for up to date information.
* Fall dues are separate from Spring dues. Typically there are no summer dues but you are expected to chip in on your fair share of summer 7s tournament entry fees if you play 7s.
* You must pay dues before you can play in a match for that season
* Dues are paid to the team treasurer in the Fall and Spring and to whoever is in charge of collections for each individual 7s tournament in the summer.
* If you have extenuating circumstances and need to set up a payment plan please handle that on your own by setting up a system in Paypal or Venmo to pay periodically. That is on you, not the Treasurer to set up.
* Credits may be issued up to 100% of a season’s dues if you bring a new dues paying member to the club. Recruiting a dues paying member means you are solely responsible for bringing the player to our club. You may not approach a player once he has been to practice. If you have a recruit in mind it is best to speak to an officer BEFORE he comes to practice.
* Credits may be issued based on the number of concerts you have worked that earn money for the club. For questions on that ask an officer.
1. **DICIPLINE**

See <http://birminghamrugby.com/> for up to date information We will not tolerate:

* Public disgrace of the club
* Misuse of social media/message board regarding the club
* Theft
* Misconduct on/off the field
* Disrespect to coaches, officers, or referees

We have gratuitous amounts of fun and we back each other up. However, we also respect our community, we protect the team’s reputation, and we save our physicality for the field if possible. Feel free to openly discuss the team’s conduct policy with any coach, officer, or Discipline Committee member.

1. **WEBSITE AND SOCIAL MEDIA**

***Birminghamrugby.com***

Have a question? 90% of the time you can get the answer from the team website or social media

* Check TeamSnap for events and schedules if you have already registered on our website as a player.
* If you have not yet received an e-mail inviting you to TeamSnap, check the calendar at [www.birminghamrugby.com](http://www.birminghamrugby.com) for events and schedules.
* Buy merchandise from the website’s “Shop” page.
* Keep up with scores, stats, etc.
1. **TEAM RULES**

***Practice***

* Practice is held every Tues and Thurs at 6:30pm sharp at Krebs Field at Ramsay Park. The address is 3601 Montclair Road. We practice rain or shine but lightning can change things. If you have registered on our website you should have been e-mailed a link to join Teamsnap. Teamsnap’s “SCHEDULE” will be updated if a practice, match, or other event has been canceled or changed. Do not rely solely on what is said in a group chat. Do not call a coach or officer asking if we’re having practice. If there is lightning and the event has not been canceled in Teamsnap we will show up at the pitch and wait for it to blow over or make a decision to leave from there. If you are going to be late miss simply update your availability in Teamsnap so coaches and everyone else will know not to expect you.
* Your frequency and performance at practice is the major deciding factor in selections.
* Practice committee arrives early to lay out all equipment and prepare practice.
* Practice is run by the coaches and select captains. When a coach is speaking, pay attention and zip it.
* If you have an ailment or injury speak with a coach before practice. If it’s a match, also see the trainer if present.
* Each practice and match someone is deemed responsible for managing the ice cooler. It is very important for there to be an ice cooler and plastic bags at every practice in case of injuries.
* We visit our home bar, Zydeco, Thursdays after practice if at all possible. You don’t have to drink, but it is important you stop by even for a few minutes.

***Matches***

* For home matches, report time to the pitch will be determined each week at practice. If you are late it could result in loss of your place in the lineup.
* For away matches, check the SCHEDULE portion of Teamsnap carefully in case the time or address changed. Other up to the second details such as carpooling changes can be communicated via Whatsapp or other social media, but the official info is in Teamsnap. You have responsibility in arranging transportation and lodging for yourself for 99% of matches. It is common for players to stay an entire weekend on an away trip (fri-sun), stay overnight after the game (sat-sun), or only make the day trip.
* Do your best not to drink the night before a match. If you do, do NOT get drunk.
* Saturday is a rugby day. Clear your head and focus. Think about and discuss the game plan. Visualize your responsibilities.
* Hydrate with mineral water and fruits the night before and day of the game.
* SHOW RESPECT TO THE REFS!!! Greet them, shake hands, and wish them a good game. DO NOT SPEAK TO A REF IN A MATCH!!!...only the captain may do so.
* Show respect to the opposing team…win or lose. Enemies on the pitch…brothers off the pitch.
* Show respect to your teammates…win or lose. Errors will be made by all. Focus on building your teammates up, not tearing them down.
* Give your attention to the B-Side match if there is one. If you must leave early, speak to a coach or officer.
* Come to the social! Whether it be showing the opposing team a good time or letting them show us a good time, post-match socials are part of the sport.

***Socials/Team Events***

* We have socials after every match, home and away. You’re expected to attend, even if it’s for a short time.
* Rugby is a global community. Start by socializing and getting to know not only your teammates, but also your competitors.
* The Social Committee will plan team social events. They are not mandatory, however the team that gels well, wins well.
* Having the funds to do and buy the things we want is not magical. Actively participate in team fundraisers so we can continue to provide for the team.
* We only get better if we challenge ourselves but we cannot do this without building our numbers. Get involved with recruiting events and ALWAYS be on the lookout for new recruits. That guy in front of you in the check-out line might be a new starting forward.
* We have at least one formal team banquet each year. You’re expected to attend.