

Team Co-Captain

Position Overview

The Co-Captain supports the captain in all responsibilities throughout the year and during the two-week tournament. The co-Captain acts as a backup for the captain, ensuring continuity in leadership, communications, and team management when the captain is unavailable.

Year-Round Responsibilities

- **Captains Meetings:**
 - Actively participate in monthly Captains Committee meetings.
 - Attend in place of the captain if they are unavailable, ensuring all discussion points, decisions, and votes are accurately communicated back to the captain.
 - Serve as the team's backup representative.
- **Communications:**
 - Assist the Captain in communicating key updates, decisions, and team information to players.
 - Relay team concerns, suggestions, or questions to the Captains Committee.
 - Support year-round communication regarding tournament details, team-building activities, registration, rules, and GHIN posting compliance.
- **Subcommittee Participation:**
 - Actively participate in at least one event subcommittee, assisting with tournament planning and execution.

Tournament Responsibilities

- **Registration & Team Management:**
 - Support the Captain in recruiting and finalizing team members, ensuring fair play and sportsmanship.
 - Assist players with registration, waitlists, and team placement if needed.
- **Handicap Compliance:**
 - Help monitor player GHIN postings and ensure handicap compliance in accordance with the Village Handicap Committee standards.
- **Pro-am & Kickoff Party:**
 - Assist with submitting Pro-am participant names on time.
 - Support team participation in the Tee-Off Party.
- **Pairings Responsibilities:**
 - Help return pairings by the specified dates.
 - Serve as backup to the captain in emergencies to ensure pairings are submitted on time.
 - If pairings are not returned by the deadline, default procedures will apply.
- **Tournament Weeks (Week 1 & Week 2):**
 - Be present and engaged during both weeks of the tournament.
 - Communicate updates and reminders to players.
 - Support day-of-play responsibilities, including setup, scoring, pace-of-play management, and addressing any player code-of-conduct issues.
 - Assist in morning setup and other logistical tasks, especially if the captain is unavailable or playing in the round