

University of Colorado Denver Collegiate Club Sports Assistant Coach's Agreement

I, _____ agree to coach the _____ club.

I understand that my role and responsibilities include, but are not limited to the following:

1. **ROLE:** I understand that I will be representing the club as an assistant coach and not as an administrator. I will allow the club's captains and other elected officials to manage the club's regular activities. However, I will work with the club's officers and head coach to achieve the short and long-term goals of the team. I have read and understand the Club Sports mission and philosophy that places an emphasis on student leadership, participation, and development.
2. **COACHING:** I will endeavor to develop and improve the skills of the student-athletes on the team. I will be open and receptive to coaching suggestions from the student-athletes.
3. **SUPERVISION:** I will attend all practices and competitions for the entire duration of the competitive season. If I am not able to attend a practice or competition, I will ensure that an adequate replacement is available, or I will give a copy of that day's practice or game plan to the club captain. I understand that I am responsible for the actions of the team members at practice, while competing, and during travel. I will enforce the University of Colorado's Code of Conduct and all behavioral guidelines of the Club Sports Program.
4. **ACCIDENT REPORTS:** In case of an incident involving injury to a club member, I will ensure that an accident report is completed, by either myself, the head coach, the club captain, or a team member that was present at the time of the accident, and that it is turned into the Club Sport staff within 24 hours of the event.
5. **EMERGENCIES:** In case of an emergency, I will follow all emergency procedures as put forth in the Club Sports manual.
6. **TEAM TRIPS:** I understand that I am required to be available for team travel. Exact dates will be specified by team officers in advance prior to travel. I understand that the goals of team travel include team building, student-leadership development, and common enjoyment through recreation, physical activity, and competitions; I will encourage the fulfillment of these goals. I will be present at all practices and competitions during team trips. **I understand that I will be held accountable for the behavior of all team members during the entire period of any team trip.** I understand that any team member's violation of the University of Colorado's Code of Conduct at any time, on or off the competitive surface, while on a team trip, may result in my immediate dismissal. I understand that my transportation and lodging will be paid for by the team, but that I will be responsible for any additional costs.
7. **VOLUNTEER:** I understand that the assistant coach position is a strictly volunteer position. I understand that under no circumstances will I receive any pay from the Club Sports program or Wellness & Recreation Services department.
8. **RISK MANAGEMENT and SAFETY:** I will adhere to all established safety practices for my sport, including the inspection of equipment and facilities prior to all activity. I will report any hazardous conditions to my club's Coordinator, Competitive Sports. I will provide the safest possible environment for my team. I also agree to maintain an up-to-date CPR certification and to submit proof of my certification to Club Sports staff. I will oversee the Club Officers in ensuring that a fully stocked first aid kit is available at all team events held outside of the Lola and Rob Salazar Student Wellness Center.
9. **CONDUCT:** I will act as a role model to the team members and ensure that all team members positively represent the University of Colorado at all times. I will follow all conduct guidelines in the Collegiate Club Sports manual and adhere to the University of Colorado Denver's Code of Conduct. <http://www.ucdenver.edu/life/services/standards/students/Pages>
10. **DISCRIMINATION:** I understand that the University of Colorado Denver's Policy on Discrimination and Harassment prohibits discrimination and harassment based on race, color, national origin, sex, age, disability, religion, sexual orientation or veteran status. I understand that in order to comply with this policy I must set team performance standards for attitude and/or ability and any other category as I see fit, in writing prior to team try-outs, making cuts, or prohibiting any student from becoming a member of my team. I understand that I must also document the inability of a student to meet these standards prior to cutting he/she from the team or prohibiting he/she from becoming a member of the team.

13. **DISCIPLINE:** I will report any violations of the University Code of Conduct to the Club Sports staff within 24 hours of the infraction.

14. **TEAM PURCHASES:** I will follow all Collegiate Club Sport financial procedures as put forth in the manual. I understand that no expense may be reimbursed that has not been pre-approved and ordered through the proper purchasing channels.

18. **MEETINGS:** I agree to attend one general Coaches and Officers meeting per competitive semester, one mandatory organizational meeting per competitive semester, and one individual team Coaches and Officers meeting with my Club Sports staff.

19. **CONSUMPTION OF ALCOHOL:** I understand the Collegiate Club Sports' guidelines regarding the consumption of alcohol and use of illegal substances. I agree to refrain from alcohol consumption during all official team functions. I understand that I am responsible for the behavior of all club members at all official team functions and during the entire duration of team trips.

20. **CLUB SPORTS MANUAL:** I will abide by all policies and procedures as set forth in the University of Colorado Denver's Collegiate Club Sports Manual.

21. **GENERAL:** I understand that I will be held accountable and responsible to the club President, the University of Colorado Denver, and the Club Sports staff. I will adhere to all University of Colorado Denver and State of Colorado policies. If my club belongs to any conference, league, or association, I will adhere to all conference, league, or association regulations.

22. **DISMISSAL:** I understand that I am eligible for dismissal from my coaching position at any time for any reason because I am an "at will" volunteer for the University of Colorado Denver. Only Club Sports staff have the ability to terminate my position that includes failure to abide by this agreement.

MID-SEASON DISMISSAL: I understand that I am eligible for mid-season dismissal if I fail to complete any of my duties as mentioned above, or if at any time, two-thirds of the team votes to dismiss me from my position. I understand that I may be immediately relieved of my position by the Club Sports staff if I, or any member of my team violates the University of Colorado Denver's Code of Conduct at practices, competitions, or at any time during any team trips, on or off the competitive surface. I understand that I am also eligible for immediate dismissal if, at any time, the Club Sports staff determine that my behavior is detrimental to the team, Coordinators, the University of Colorado Denver, or the Collegiate Club Sports Program. **MID-SEASON DISMISSAL PROCEDURE:** Team members or team officers may bring concerns regarding a coach to the attention of the Club Sports staff with proof of a coach's failure to perform his or her duties or a two-thirds vote to dismiss the coach. The Club Sports staff will make the final dismissal decision. **END-OF-THE-YEAR DISMISSAL:** I understand that I am eligible for dismissal at the end of the competitive season upon the review of the coach evaluations by the Club Sports staff. My willful signature below indicates my acceptance of the conditions outlined above:

Printed Name	Assistant Coach's Signature	Date
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Printed Name	Competitive Sports Coordinator Signature	Date
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