Bowling Green State University
Club Sports Coach and Volunteer Information Packet

BGSU Club Sports are not required to have a coach. They are encouraged to operate with the services of volunteer coaches or instructor, made up of students, graduate assistants, faculty/staff members, or community members. A coach of a BGSU Club Sport assumes considerable responsibility and the club officers must distinguish they are the ones in charge of the club, not the coach.

All Club Sports coaches must be approved by the Coordinator of Competitive Sports. For a coach to be approved, they must submit the Coach-Volunteer Packet before assuming coaching responsibilities.

The packet is valid for one academic year and must be submitted to the Club Sports office at the beginning of each academic year prior to assuming coaching responsibilities. The packet includes:
- Personal Information
- Coaching Profile
- Bowling Green State University Volunteer Agreement
- Coaching Role and Responsibilities

All coaches who are not members of the Student Recreation Center must have a picture ID on them to access the building. A coach will be granted access to Recreation and Wellness facilities if the club provides their information at least 48 hours in advance of the first practice within the Recreation and Wellness facilities.

Submit completed and signed form to BGSU Club Sports, 130 Perry Field House or scan and email to: clubsports@bgsu.edu

Coach Personal Information:

Date: ______________ Name: _____________________________ Club Sport:________________________________

Permanent Address:_________________________________________________________________________________

Phone Number: _________________________________ Email: ___________________________________________

BGSU Affiliation:    ___ Student    ____ Faculty/Staff    _____ Alumni      _____ Not Affiliated

Coaching Profile:

Please list your playing experience with this sport:
________________________________________________________________________________________________
________________________________________________________________________________________________
________________________________________________________________________________________________
________________________________________________________________________________________________

Please list your coaching experience with this sport:
________________________________________________________________________________________________
________________________________________________________________________________________________
________________________________________________________________________________________________
________________________________________________________________________________________________

Do you have any coaching/instructing certifications?    _____ Yes    ____ No
If yes, what ones? ____________________________________________________________

Club Sports Office
Nashid Bracy, 130 Perry Field House801 N. Mercer Road, Bowling Green, OH 43403
clubsports@bgsu.edu | bgsuclubsport.com
List any additional information the Club Sports Office should know about your sport background:

________________________________________________________________________________________________
________________________________________________________________________________________________
________________________________________________________________________________________________

Bowling Green State University Volunteer Agreement and Release of Liability

Name of Volunteer: ______________________________________________________________(print name)

I have chosen to volunteer my services to Bowling Green State University (BGSU) in the Department of Recreation and Wellness performing the following general services:

*Club Sports COACH* from _____________ (start date) to ______________(end date - no greater than one year).

My direct supervisor is Nashid Bracy, Assistant Director, Recreation and Wellness

1) I understand that my participation as a BGSU volunteer is without compensation.
2) I understand that BGSU does not provide me with accident or medical insurance and is not responsible for any accidents or medical expenses incurred by me. I also understand that I am neither covered by Worker’s Compensation nor entitled to employee benefits as a result of my volunteer affiliation.
3) I understand that volunteering may involve certain risks including the risk of bodily injury or property damage from the activity itself or from the acts of others. I understand that by participating, I am indicating my acceptance of these risks. I agree to abide by university policies and procedures, and utilize available safety equipment and training.
4) BGSU agrees to provide me with third party liability insurance to protect me from any claims filed against me related to the specific duties I am assigned. In exchange, I, on behalf of myself, my heirs, and my representatives do hereby release, indemnify, and hold harmless BGSU and its officers, agents, employees and sponsors from any and all liability, damage, or claim of any nature that arises out of or related to my volunteer activities.
5) I understand that the University shall have the right to release me as a university volunteer without prior notice. I understand that I do not have a formal work appointment for the services noted above.
6) I am aware of the terms and conditions of this Volunteer Agreement and Release of Liability and I am signing this agreement of my own free will.

By signing this agreement, I attest to the fact that I am able to perform the services noted above, I am approved to work in the United States, and that I am eighteen years of age or older. If I am under the age of 18, I understand parental consent is required and given below.

By signing below, I confirm my acceptance of the terms of this Volunteer Agreement and Release of Liability.

Volunteer Signature ____________________________________________________________ Date____/____/______

(Volunteer is over age 18)

Parental Signature ______________________________________________________________ Date____/___/_______

(Required when volunteer is under age 18)

Emergency Contact Information:

Name:_____________________________________________ Phone: __________________________
Email: _____________________________________________ Relationship: ____________________
Coaching Role and Responsibilities:

Volunteer Coaches serve at the discretion of their club’s members and the Club Sports Office staff. As such, the Coach is expected to adhere to the following:

- The Coach must be aware of and follow all Bowling Green State University and Department of Recreation and Wellness policies and procedures stated in the Club Sports Handbook.
- The Coach should restrict his/her contributions to coaching and should refrain from activities involved in the club’s management. A Club Sport is first and foremost a student organization and, as such, the student leaders (not the Coach) must serve as the link between the Club, the Office of Campus Activities and the Club Sports Office. The philosophy and key to the success of the Club Sports Program has been the continued emphasis placed on student leadership and participation.
- Coaches are expected to help ensure the Club Sports Code of Conduct and Student Code of Conduct are adhered to at all times, including during practices, competitions, travel, and other club functions.
- All club business matters (i.e. hosting events, submitting forms, meetings, practice requests) must be handled by the student members.
- All Coaches must maintain a current First Aid/CPR Certification with the Club Sports Office before assuming any coaching responsibilities.
- Coaches will refrain from making decisions about the club without the input from the club and the advice of the Club Sports Office and/or the office of Campus Activities. This includes any correspondence with leagues, other universities, and other departments at Bowling Green State University. If the coach is aware of any decisions that are made without the consent of Recreation and Wellness or the Office of Campus Activities, this information will be brought to attention immediately.
- Participation in Club Sports is completely voluntary. Monetary rewards or other forms of compensation shall not be promised or given to any player or prospective player by the Coach.
- Coaches are experienced and knowledgeable in their sport and has the philosophy of fair play, good conduct, and improving the skill of the Club Sport Athletes.
- Coaches are not permitted to use Bowling Green State University equipment for private off-campus lessons even when coaching Bowling Green State University students.
- The Coach shall not use Bowling Green State University facilities for private instruction.
- It is HIGHLY RECOMMENDED that all Coaches purchase personal medical and liability insurance.

The information provided is correct to the best of my knowledge. I understand that providing false or misleading information may result in my immediate termination as a coach. I further understand that, if approved, I will be coaching on a volunteer basis at the discretion of the University and may perform duties only within the scope of my volunteer position. I have read and understand the "Coach's Role and Responsibilities" listed above and understand my role as a Club Sports Coach. I understand that any infraction of the policies and procedures of the University or Recreation and Wellness subjects me to dismissal as coach of the club. I also understand that Recreation and Wellness does not carry liability insurance or insurance for travel or accidental injury. I hereby release Bowling Green State University, its Board of Trustees, its employees and agents from any and all liability based on my participation as a volunteer coach.

Signature: ____________________________________________ Date: ________________