



Yale Club Sports
Coaches Handbook

Table of Contents

CLUB SPORTS CONTACT INFORMATION	1
YALE CLUB SPORTS HISTORY	2
YALE CLUB SPORTS DIRECTOR	3
CHECKLIST	4
DEFINITION AND PURPOSE OF CLUB SPORTS	5
RECOGNIZED CLUB SPORTS.....	6
RULES AND REGULATIONS	7
Helping Students in Distress: Yale Mental Health & Counseling	10
Payroll Process for Paid Coaches	12
Yale Club Sports Coaches Code of Conduct	14
Assumption of Risk, Release from Liability and Indemnification	16
Coach/Instructor Application	18

CLUB SPORTS CONTACT INFORMATION

Director of Club Sports

Tom Migdalski, MS
tom.migdalski@yale.edu
203-432-2484

Club Sports Administrative Assistant

Leigh Ann Fitzpatrick
leigh.fitzpatrick@yale.edu
203-432-2492

WEBSITE:

<https://sportsandrecreation.yale.edu/club-sports-ims/club-sports>

YALE CLUB SPORTS HISTORY

The Club Sports program at Yale University was initiated about 70 years ago by Edward C. Migdalski, a national leader and pioneer in the club sports concept. The Athletic Department then recognized only seven “minor sports” -- Fishing, Pony Polo, Riflery, Rugby, Sailing, Skiing, and Trap Shooting. Ed’s first accomplishment was to officially change the program name from “Minor Sports” to “Club Sports” for he believed “there is no such thing as a minor sport.” The program has since grown from seven to about 50 clubs, one of the largest in the nation.

Although some club sports are solely recreational, most are highly competitive. National Collegiate Championships have been won by Basketball, Croquet, Cycling, Fishing, Polo, Rugby, Sailing, Skeet shooting, and Wrestling. In 1976, Brad Simmons, captain of the Yale Skeet and Trap team, was the first civilian shotgun shooter in twenty years to make the U.S. Olympic Team. Additionally, numerous individual national championships have been won in a variety of club sports. The Yale Club Sports program has a long, respected, and proud tradition at Ivy League, national, and international levels. We expect that tradition to continue and strengthen. Go Bulldogs!

Tom Migdalski, MS
Director of Club Sports
January 2022

YALE CLUB SPORTS DIRECTOR

Since 1984, Club Sports have been directed by Tom Migdalski, who increased the program from 18 to 52 clubs during his tenure.

Tom is also director of Yale's Outdoor Education Center located in East Lyme, CT. He coaches the skeet and trap club and is advisor to the rifle, pistol and fishing clubs. He was presented the national "Outstanding Service to Collegiate Shooting Sports Award." Tom holds a Master of Science degree from Southern Connecticut State University in Recreation and College Teaching. Tom's father, Ed Migdalski, founded Yale Club Sports about 50 years ago.

In addition to these duties, Tom is also the director of undergraduate intramurals. He is a member of the Outdoor Writers Association of America (OWAA), has published numerous articles and photographs in outdoor magazines, and has written three books about outdoor recreational sports.

CHECKLIST

Item	✓
Read Handbook	
Sign and return ALL required forms to the Club Sports Office	
Sign online Waiver and Code of Conduct Forms	
Complete background check and first-aid/CPR/AED certs	
Obtain Yale ID(if necessary), required for entry into PWG	

DEFINITION AND PURPOSE OF CLUB SPORTS

Definition:

Any group of Yale undergraduate students, voluntarily organized by students to pursue a common athletic, recreational sport under the name of Yale University and requesting monetary support and/or use of the University's athletic facilities. A club sport must have the potential to compete in a physical activity; however, competition is not mandatory.

Purpose:

- A. To fill the need for uniquely structured physical sport activities that may be competitive, recreational, or instructional in nature but not necessarily offered in the other varsity, intramural or recreational programs.
- B. To provide a valuable learning experience through student involvement in fundraising, public relations, organization, administration, budgeting, leadership, teaching, coaching, and scheduling in addition to athletic skill in a particular sport.

RECOGNIZED CLUB SPORTS (subject to change annually)

Archery	Kendo	Squash
Badminton	Lacrosse (Men's)	Swimming
Ballroom Dance	Lacrosse (Women's)	Synchronized Swimming
Baseball (Men's)	Mixed Martial Arts	Table Tennis
Basketball (Men's)	Pistol	Tae Kwon Do
Basketball (Women's)	Polo	Tennis (Men's)
Cricket	Powerlifting	Tennis (Women's)
Cycling	Rifle	Triathlon
Equestrian	Rugby (Men's)	Ultimate (Men's)
Field Hockey	Rugby (Women's)	Ultimate (Women's)
Figure Skating	Running	Volleyball (Men's)
Fishing	Roundnet (Spikeball)	Volleyball (Women's)
Golf	Skeet & Trap	Water Polo (Men's)
Gymnastics	Skiing (Alpine)	Water Polo (Women's)
Ice Hockey (coed)	Skiing (Nordic)	Wrestling
Indoor Climbing	Soccer (Men's)	Wushu
Jump Rope	Soccer (Women's)	

RULES AND REGULATIONS

* “Coach” shall refer to both coaches and instructors

1. **Club Sports Handbook:** In addition to this document, you are responsible for adhering to all the policies and regulations in the *Yale Club Sports Handbook*, available on the Club Sports website.
 - a. Reading this handbook is a term of employment and all club sport coaches are subject to its terms and conditions.
2. **Employment Status:** Coaches are not considered full-time employees or agents of Yale University.
3. **Qualifications:** No official coaching certification is required of most club sport coaches (exceptions are the high-risk sports like target shooting); however, it is expected that coaches be highly experienced and knowledgeable in the sport they will be coaching. Whether paid or volunteer, all coaches and instructors must submit to and pass a Yale background check.
4. **Certifications:** CPR, First Aid, and AED certification is required, as is passing a Yale University background check. A Yale Drivers Awareness course (online) is required before driving any students on Yale business. This cert must be renewed every 4 years.
5. **Hazing:** Hazing, in any form whatsoever, is strictly prohibited. “Hazing” is not limited to but includes, “an initiation social gathering directly or indirectly pressuring someone to consume alcohol (or other substances) or perform degrading acts at a club-sport-related event.” Your team will be strongly disciplined if any form of psychological or physical hazing, initiation or bullying occurs. Additionally, all those involved will be brought in front of the athletic director and/or ExComm. This is a very serious infraction. Coaches are mandated to report any and all forms of hazing to the Director of Club Sports, Tom Migdalski.
6. **Sexual Misconduct and Harassment:** Many forms of sexual misconduct are prohibited by federal law, including Title IX of the education amendments of 1972, and by Connecticut statutes, and could result in criminal prosecution or civil liability, as well as immediate disciplinary action by Yale University. Sexual misconduct incorporates a range of behaviors including sexual assault, sexual harassment, intimate partner violence, stalking, voyeurism, and any other conduct of a sexual nature that is nonconsensual or has the purpose or effect of threatening, intimidating, or coercing a person.

Sexual misconduct often includes nonconsensual sexual contact, but this is not a necessary component. For example, threatening speech that is sufficiently severe or pervasive to constitute sexual harassment is sexual misconduct. Making photographs, video, or other visual or auditory recordings of a sexual nature of another person without

consent constitutes sexual misconduct, even if the activity documented was consensual. Similarly, sharing such recordings or other sexually harassing electronic communications without consent is a form of sexual misconduct. Violations of Yale's Policy on Teacher-Student Consensual Relations and its Policy on Relationships between Staff Members (including club sport coaches) are also forms of sexual misconduct. Yale's policies and definitions apply to all members of the Yale community, regardless of their sex or gender.

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature on or off campus, when: (1) submission to such conduct is made either explicitly or implicitly a condition of an individual's employment or academic standing; or (2) submission to or rejection of such conduct is used as the basis for employment decisions or for academic evaluation, grades, or advancement; or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creating an intimidating or hostile academic or work environment. Sexual harassment may be found in a single episode, as well as in persistent behavior.

More information on sexual misconduct response and prevention:

<https://smr.yale.edu/find-policies-information/yale-sexual-misconduct-policies-and-related-definitions> .

Mandatory reporting: All faculty and club sport coaches are required to adhere to mandatory reporting of any violations or infractions of sexual misconduct or harassment:

<https://provost.yale.edu/sites/default/files/files/Faculty-Guidance-Feb17.pdf>

7. **Alcohol:** Any alcohol consumption in conjunction with any club sport event – either on or off the field-of-play or when travelling/lodging – is strictly prohibited by players and coaches. It is the coach's and captain's duties to oversee and enforce this policy, which includes informing the entire team of this policy along with infraction consequences.
8. **Contest Agreements/Contest Management Plan/Home Events:** Captains are responsible for written agreements before every home contest between the club and Club Sports office. This "contract" is an understanding of what will and what will not happen at an event, which includes a Contest Management Plan be submitted at least one week prior to an approved home event. **No outdoor club sport contests may be scheduled during varsity home football game days. No exceptions.**
9. **Event Supervisor:** An event attendant is required at all events to help supervise event operations. This cost is covered by the team's budget and scheduled by the club sports office.
10. **Travel:** All club travel -- drivers must be approved in advance with the appropriate paperwork on file. An online Yale Drivers Awareness course is required for anyone driving students, including student drivers. A Travel Request form must be completed

(available on the club sports website) by the club captain two weeks before any team travel, this form will be reviewed by administration and then approved or denied and returned with further information. No travel is permitted during inclement weather.

11. **Scheduling:** Captains are responsible for obtaining approval for home events before scheduling with an opponent. Heavy rain and ponding on fields cancels all outdoor contests due to risk of injury and field damage. All facility approval requests must be submitted through the Club Sports office.
12. **Cleanup:** Clubs are responsible for cleaning up after practices and contests, including all trash, foods, beverages containers, and returning equipment in good condition to its proper storage place. If clubs do not clean up after themselves, they will be charged a time-and-a-half custodial fee, in addition to being put on probation. The use of fields, indoor facilities or equipment is a privilege.
13. **Offices:** Do not contact facility managers, varsity coaches or other administrators directly, unless they invite you to do so. All inquiries, requests and issues must go through the Club Sports office. Office Administrative Assistant: Leigh Fitzpatrick leigh.fitzpatrick@yale.edu, Director of Club Sports and Intramurals: Tom Migdalski tom.migdalski@yale.edu, Director for Campus Recreation: Ryan Hagen ryan.hagen@yale.edu
14. **Payments:** Coaches, trainers, and referees are not to be paid directly by any club. All payment will go through the Club Sports office.
15. **Parking:** Absolutely no parking on the fields. The gates at the fields are locked after 3:30 PM on weekdays and all weekend. Please park all cars, buses and other vehicles on Central Avenue. Please check with the Club Sports office for specific weekend parking restrictions, as they change pending varsity and other events.
16. **Field Safety:** Despite the after-football professional clean-up effort by the Grounds Maintenance crew, be sure to police your fields for broken glass and bottle caps following every home football contest. Wear appropriate protective gloves for trash pickup.
17. **Behavior:** As a representative of Yale, coaches agree to represent Yale in the highest standard of behavior. A *Code of Conduct* agreement must be signed and returned to the Club Sports office. The following behaviors are unacceptable by coaches or instructors:
 - a. Unsportsmanlike conduct
 - b. Disregard of personal or school property at any location
 - c. Foul language
 - d. Indecent Exposure
 - e. Alcohol/drug use
 - f. Mistreatment of contest officials
 - g. Disregard of any university policy, especially sexual misconduct/harassment

- h. Bullying or disregard of contest supervisor or medical/emergency personnel
18. **Injuries/Emergencies:** If a player is badly injured or appears to have extreme heat exhaustion (more than a sprain or just band-aids, water, shade or ice can help), and you have no EMT/EMS or trainer on site, call 911. Assign a player to stand on the street to flag down and direct the ambulance to the injured person. Do not transport that person yourself. Do not move the person if you suspect head, neck, torso or spine trauma. Complete an accident report form (available on the Club Sports website) as soon as possible. Record the injured person's full name, contact information, how injury occurred, how it was treated, the time, date and location (of injury on body and area facility) as well as witness name and contact information. If outdoors, and there is lightning or thunder, all play must stop and players must seek immediate cover. Play may not resume until one-half-hour after last thunder is heard. If you spot a suspicious person, activity or package/backpack in your venue vicinity, contact campus police or 911 immediately. **See the *Club Sports Handbook* for detailed concussion information.**
19. **Drones:** Yale's strict drone/unmanned aircraft systems (UAS) policy applies to "the operation by any person of an UAS on or above University property." <http://ehs.yale.edu/sites/default/files/files/unmanned-aerial-systems-policy.pdf> The policy requires that all drone/UAS activities be reviewed and authorized by the Environmental Health & Safety Department and the Office of Risk Management.
20. **Contract Agreements / Grants:** Coaches should NOT sign agreements on behalf of the university – you could be held individually liable/responsible for anything that happens. Please check with the Club Sports office before signing any contract or agreement. You may NOT submit for any grants for your sport in Yale University's name. You will discuss all such situations with team leadership, so they are also clear on above policies.

Helping Students in Distress: Yale Mental Health & Counseling

Club coaches may be one of the first to identify that students may be struggling with mental health and can encourage students to seek help. Here are some Yale resources:

1. **Mental Health and Counseling** – 203.432.0290
 - a. General questions, appointments, daytime on-call availability
2. **Acute Care, Yale Health Center** – 203.432.0123
 - a. Evening and weekend on-call
3. **Warning Signs**
 - a. There are many signs and symptoms associated with mental health concerns, but the most important is a significant change in the student's functioning. Examples might include the following:
 - i. change in academic performance

- ii. changes in attendance or work habits
- iii. behavioral changes
- iv. interpersonal changes (more isolated, more irritable, or much more talkative than usual)
- v. physical changes (hygiene, energy level, or weight gain/loss)
- vi. changes in thinking (poor attention or illogical thoughts)
- b. Safety issues, such as suicidal or threatening statements or actions, require immediate intervention.

4. **Emergency Interventions**

- a. Safety is always the top priority. If a student is engaging in any type of threatening, violent, out of control, or unsafe behavior, call the Yale Police.
- b. If a student has made a suicidal statement or is contemplating suicide:
 - i. Contact Mental Health and Counseling so that the student may be evaluated. An on-call clinician is always available, either in the department or through Acute Care (after 5pm or on the weekend).
 - ii. The best procedure is to call ahead and indicate you are bringing the student in.
 - iii. If you are concerned about safety, please accompany the student or ask someone to accompany the student.
 - iv. If you are unsure what to do, call to speak with an on-call clinician for guidance.

5. **Intervening**

- a. If you suspect a student is struggling with mental health issues:
 - i. Speak with the student privately and state what you have observed instead of drawing conclusions. For example, “I’m concerned you haven’t been as talkative as usual and that you’ve been late to practice. Is everything ok?” or “It seems like you’re having a more difficult time getting along with teammates recently. Is anything going on?” This may start a conversation with the student.
 - ii. This conversation could include the suggestion that Yale offers free mental health resources and an encouragement to seek treatment.
 - iii. The conversation might include brainstorming about how to handle club sport commitments to help alleviate the student’s stress (even temporarily).
 - iv. After the conversation, make plans to check in again. Even if the student is reluctant to talk or is not forthcoming, still check in again.
 - v. If you have concerns about whether a student is suicidal, ask directly using specific language. For example, “Are you thinking about hurting yourself?”
- b. Even if there are no safety concerns, please feel free to contact Mental Health and Counseling yourself if it would be helpful to talk the situation over with a professional. Because of HIPPA/privacy issues, Yale clinicians will be able to help in a general way but cannot reveal information pertaining to a specific student without the student’s permission.

6. Ongoing Concern

- a. Please remember that mental health issues usually take time to treat. Most students should be able to maintain some level of academic functioning. If they are not able to do so, they should be strongly encouraged to meet with their college Dean.

Payroll Process for Paid Coaches

Yale employees enter their own payroll in the Workday Time system. In order to access the system, you will need an activated net id and password. *See below for info about accessing Workday.*

Payroll: Entering hours worked

Enter your hours by Sunday evening so they can be approved on Monday morning. Yale's workweek is Sunday through Saturday. Therefore, the weekending date is Saturday. When entering your time, select "Regular Time." There is no need to enter anything in the Details/COA fields.

Back up detail required

Every Monday by 9am please send a back-up e-mail detailing your work the week before. Example: "Weekending 10/23 – on 10/21 I worked 2 hours for Men's Water Polo Club." Alternately, you can complete an excel form available from the Club Sport office, 5th floor of the gym. Please send backup detail to leigh.fitzpatrick@yale.edu and tom.migdalski@yale.edu

Finding Workday

You log into Workday with your NetID and password.**

<https://your.yale.edu/> Workday is the 2nd tab on this "It's Your Yale" landing page.

**For help with your NetID or password call 203-432-9000 – IT Help desk

Time Sheet			
Name			
Head Coach			
Club Name			
Week Ending	Practice/Matches	Travel Time	Totals
Saturday, October 20, 2012	Hours	Hours	
Sunday	0	0	0
Monday	0	0	0
Tuesday	0	0	0
Wednesday	0	0	0
Thursday	0	0	0
Friday	0	0	0
Saturday	0	0	0
Total Hours	0	0	0
Notes:			
<ul style="list-style-type: none"> • Please enter hours worked next to each day. • Indicate the weekending date (always Saturday). • E-mail to tom.migdalski@yale.edu & leigh.fitzpatrick@yale.edu • Must be received by 8AM Monday 			
Club Sports/Outdoor Education Center			
Room 521, Payne Whitney Gym			
Phone: 203-432-2492			
Fax: 203-432-2495			
Email: leigh.fitzpatrick@yale.edu			

This Form is online as of Sept 2022 – myrec.yale.edu

Yale Club Sports Coaches Code of Conduct

All club sport participants are held to the following standards anytime they're engaged in a Yale club activity. Family, friends, and classmates accept the same behavior standards when attending events, and participants are responsible for enforcing their behavior. You must agree to abide by this conduct by reading and signing at page bottom.

SPORTSMANSHIP

- I will exhibit my best behavior and sportsmanship during all club sport activities, both on and off the field of play.
- I will show respect to officials, opposing team members, spectators, and employees.
- I will not engage in negative posts, belittling, bullying, denigrating comments, inappropriate photographs, or impersonations on social media.
- I will adhere to a professional dress code appropriate to the event.
- I will leave the activity venue neat and clean.
- I accept the standards of club/team behavior and bylaws, and will work to resolve issues between me, teammates and/or other coaches.
- I will respect my team regardless of gender, nationality, sexual orientation, creed, age, class year or race.
- I will ensure apparel and promotional designs and language are within Club Sports and University policy.

MEDICAL AND SAFETY

- If a student or I am injured, team leadership or I will submit an accident report to the Club Sports office within 24 hours of the incident (a form is available on the Club Sports website). I understand my insurance is primary.
- If a student or I receive a blow to the head/neck and exhibit nausea, dizziness, blurred vision, disorientation, headache, or related symptoms, the student or I will immediately cease sport participation and seek medical follow-up. See concussion details in the online *Club Sports Handbook*.
- We will not play outdoors during lightning or thunder or until it is absent for 1/2 hour.
- We will not play unless the required safety personnel are present, which may include lifeguard, other coach, trainer, or EMT/EMS personnel.
- We agree to not participate if the playing surface appears unsafe.
- We will not enter or use a sports facility or venue unless authorized.
- We will not use alcohol, marijuana or illegal drugs when participating in any club activity, including meals or social events.

- I will not engage in or support hazing or initiations, and I understand they are illegal and will not be tolerated in any form by me or the team members.
- I understand that club sports are not eligible for and do not receive the same privileges and support as do varsity sports, which includes medical support, special/varsity field or court use priorities, guaranteed bus transportation, uniforms, or full budget coverage.
- I agree to enforce all university and program Covid safety measures and protocols.

TRAVEL

- I understand all Yale drivers must take the Yale Driver Safety Awareness course.
- I will not transport an injured player and will summon an ambulance instead.
- I will act responsibly and follow all vehicle safety recommendations and state laws.
- I understand all club travel requires approval from the Club Sports office.
- I understand we may not travel during inclement weather.

DISCIPLINARY ACTION

Anyone who breaches this Code of Conduct – a required signature form by all club members – will be held accountable for his/her/their actions, including loss of the following: ability to coach/instruct, compete, travel or practice and/or probation, club budget revocation, and other penalties as decided by the University.

I have read and understand the above *Yale Club Sports Code of Conduct*, and I agree to abide by its contents. I am aware additional regulations and details can be found in the *Yale Club Sport Handbook* and the *Yale Club Sport Coaches Handbook* on the Club Sports website or by consulting the Club Sports office.

Coach/Instructor Name (Print) _____ Net ID _____

Signature _____ Date _____

Email (Print) _____

Club Name _____

Two Character References (full name, relationship, email, and phone number):

1. _____

2. _____

This Form is online as of Sept 2022 – myrec.yale.edu

Yale Club Sports

Assumption of Risk, Release from Liability and Indemnification

I, _____, will participate in **Yale Club Sport** _____
“Program”, from [Academic Year 21-22]. Club Sports are run and organized by Yale University students. This document (“Agreement”) covers all aspects of my participation in the Program. In this Agreement, “Yale” means Yale University, its trustees, officers, employees, trainees, students, volunteers, and agents.

1. Program Risks. I understand that I have voluntarily and freely elected to participate in this Program, and that I am not required to do so. I understand that participation in the Program involves risks that Yale cannot eliminate, including, among others, risk of property damage, illness, bodily injury, permanent disability, and death from transportation to/from events, participation in athletic activity or athletic equipment used. If the Program includes international travel, I acknowledge that there are certain risks inherent in travel to the Program location, unique political, legal, social and economic conditions; different standards of design, safety and maintenance of buildings, public offices and conveyances; and local medical, environmental and weather conditions. I further acknowledge that such political, safety or health risks could result in illness, personal injury or death and that I have been advised to inform myself of the particular health and safety risks that may be unique to the location of the Program. I agree to apprise myself of this information prior to my departure in order to understand and appreciate the nature of such risks. I further understand that I have a continuing obligation to stay so informed during my travel.

2. Assumption of Risk. I voluntarily take responsibility for all risks of participating in the Program.

3. Assumption of Medical Obligations: I have consulted with a medical doctor in regard to my medical needs and acknowledge there are no health-related reasons or problems that preclude or restrict me from participating in the Program. I have arranged, through insurance or otherwise, for payment of medical care, if necessary, while I participate in the Program. I recognize that Yale is not obligated to attend to any of my medical needs, and I assume all risk and responsibility, therefore. If I require medical care during my participation in the Program, Yale is not responsible for the cost or quality of such care.

4. Release. In exchange for Yale allowing me to participate in the Program, I release Yale from all legal and financial responsibility for any harm that I, or my property might suffer as a result of my participation, even if the harm is caused by Yale’s **negligence**.

5. Indemnification. I agree to indemnify and hold Yale harmless from (that is to say, I agree to pay or reimburse Yale for) any costs, penalties, legal fees, or judgments (“Costs”) that Yale has to pay related to my participation in the Program, even if the Costs resulted from Yale’s **negligence.**

6. Governing Law and Jurisdiction. The laws of Connecticut shall govern and the courts of Connecticut shall interpret this Agreement.

7. Binding Agreement. This Agreement shall legally bind me, and my family members, spouse, estate, heirs, administrators, or personal representatives.

8. Severability. If a court decides that any part of this Agreement cannot be enforced, I agree to change that part to make it enforceable. If the unenforceable part cannot legally be changed, it will be severed, but the rest of the Agreement will remain in effect.

9. Signature. I agree that I have read and understood this Agreement, I am of legal age (eighteen (18) or older) and competent to sign it, and I do so voluntarily and without relying on anything Yale wrote or told me except what is written above. I understand that I am free not to sign this Agreement and to find a different Program. If I am not of legal age, my parent or guardian has also signed this Agreement.

Before you sign this Agreement, please read it carefully because it affects your legal rights.

Printed Name of Participant: _____

Signature of Participant: _____ Date: _____

Personal Email Address: _____

**Yale University Club Sports
Department of Athletics**

**Coach/Instructor Application
(Please Print Clearly)**

Date: _____ Club Sport: _____

Position Applying for: _____

Name: _____

Address: _____
STREET, CITY, STREET, ZIP

Phone: (C) _____ (H) _____

Email: _____

Years of Applicable Experience: _____

Qualifications: (Attach separate sheet if necessary) _____
List all experience in the sport you wish to coach or instruct.

Applicable Certifications:

Please attach: Copies of certifications

First Aid/CPR Pro Certification: (please circle one) Yes/No
Please attach a copy of certifications.

I have a valid driver's license, insurance, and a good driving record: (please circle one) Yes/No
Please attach a copy of your license and insurance if you plan to transport students, your insurance will be primary in the event of an accident.

Emergency Contact Information:

Name: _____

Relationship: _____

Phone Number(s): (_____) _____ - _____

3 References:

Name Occupation Years Known Address Phone/Email

Name	Occupation	Years Known	Address	Phone/Email
1.				
2.				
3.				

Background Check:

Your association or employment with the Yale Club Sports program is contingent upon the successful completion of a background check. You will receive an email from the University requesting that you complete an application and release authorization from HireRight. You are required to complete this immediately.

COACH/INSTRUCTOR AGREES TO THE FOLLOWING:

1. To abide by all rules and regulations of the Yale University Campus Recreation and Club Sports Program and the governing bodies of your particular sport, including the details of your club's written constitution.
2. The primary role is to provide coaching, supervision, and instruction. Participation in the sport is not permitted. Club business matters must be handled by student members, with the coach/instructor serving only in an advisory or tiebreaking capacity.
3. To refrain from activities involved in the club's inner management such as voting for team leadership. A club is first and foremost a student organization and, as such, the student representative(s) must serve as a liaison between the club and the program office. However, it is the coach's responsibility to help solve matters in an "adult" and advisory capacity whenever possible, and to keep the Club Sport Director and/or Director of Campus Recreation apprised of any serious social or behavioral issues on the team.
4. To provide organized and safe training for all members no matter the skill level.

5. To promote good sportsmanship and safety on and off the field/court. Individuals must always conduct themselves in a manner that does not detract from the reputation of the University. Be aware that you are representing the club and program when traveling or involved in off-campus events.

6. The Club Sports Director and/or club may, at their discretion, eliminate this coach/instructor position at any time without cause of justification. It is the right and obligation for the Club Sports Program to protect the club and if, in the staff's opinion, the coach/instructor is not working in the best interests of the club, the coach/instructor may be relieved of his/her/their coaching duties by meeting and/or written notification.

7. Coaches/instructors are not included in any medical coverage through the University. It is recommended that coaches/instructors purchase their own personal medical and liability insurance as primary.

8. Coaches/instructors are not considered employees or agents of Yale University.

Signatures:

Coach/Instructor: _____ Date: _____

Club Sport Captain: _____ Date: _____

The club feels that the above-mentioned individual is a qualified coach/instructor whose services would be valuable to the organization.
--

Director of Club Sports: _____ Date: _____