SAINT JOSEPH’S UNIVERSITY
CLUB SPORT LEADER ORIENTATION

Tuesday, September 8, 2015
11am
Mandeville 107
OVERVIEW

- Mission
- Introductions and Goals
- Club Roster
- Risk Management
- Travel
- Finance
- Fundraising
- Coaches/Volunteers
- Social Media/PR
- Conduct Expectations
- Goals for the Year
- Important Upcoming Dates
- BSN Presentation
The SJU Club Sport Program's mission is to provide students with a unique opportunity to develop leadership, organizational and fiscal management skills in a safe, supportive and fun learning environment in which participants can build a sense of community.

Voluntarily organized by students, club sports exist for the purpose of furthering a common interest in a physical activity through competition, instruction, participation, or performance. Students elect their own officers, draft their own constitution, request facility space, get approval for and make travel arrangements, schedule contests with other teams, develop contracts with officials and artists, fundraise and manage their budget.
Upper Gym O’Pake Recreation Center
anagle@sju.edu
Angie’s office
610-660-2583
Angie’s cell
610-639-6094 (for emergencies only)
www.sju.edu/recreation
ROSTER OF ACTIVE CLUBS

- Adventure
- Baseball
- Basketball – M/W
- Field Hockey
- Gaelic Football
- Golf
- Ice Hockey – M/W
- Jiu Jitsu
- Lacrosse – M/W
- Roller Hockey
- Rugby - M/W
- Running
- Soccer – M/W
- Softball
- Swim
- Tennis
- Ultimate
- Volleyball – M/W
- Water Polo
RISK MANAGEMENT

- CPR Requirement – Due by 10/2 for active clubs

- CPR Training Dates- 9/22 11-1pm and 9/30 3-5pm
  Sign up here

- Steps to take after an injury occurs

- Injury reports
  Injury Report

- Insurance claim form

- Concussion policy (Laura Hurst)

- Access to the training room (Lori)

- Ambulance and trainer services
Travel forms (Roster and Request are due week before)

Travel forms – now available in an online form!
- Van requests
- Driver authorization forms
- Who can drive? How far? When?
- Hotel requests
- Public Safety Driving trainings - SJU Travel Policy
- What do in case of an incident/accident
FINANCE

- Budget Allocations

- Dues collection – Marketplace
  [https://epay.sju.edu/C21318_ustores/web/store_main.jsp?STOREID=59&SINGLESTORE=true](https://epay.sju.edu/C21318_ustores/web/store_main.jsp?STOREID=59&SINGLESTORE=true)

- Donations

- How to request money from your account

- What allocations can and cant be used for

- How to pay officials/refs
FUNDRAISING

- Dues- online collection encouraged

Marketplace

- Sponsorships

- Donations- all donations must come through the university

- Tshirt/candle/candy sales

- Special Events

- Off- campus events- all off campus events must be approved by Angie. Events held at a bar are not permitted.
UNIFORMS AND TEAM APPAREL

- Logo use - only approved logos can appear on club apparel

- Image approval – all proofs must be seen by Angie before submitting a team order

- Personal vs Team Gear
Coaches and Volunteers

- Volunteers must register with Angie and Human Resources
  http://forms.sju.edu/hr/view.php?id=15517
CONDUCT EXPECTATIONS

- SJU Code of Conduct (Bill Bordak)

- Anti – Hazing Policy – trailer
  https://www.youtube.com/watch?v=26WgdXlyMzE
  Will revisit at October Meeting

- Alcohol Policy

- Social/Party Policy- Clubs are not permitted to host events on or off campus with alcohol. This includes house parties, banquets, and fundraisers.
New for 2015-2016

All club members will have their fall GPA reported at the start of spring 2016.

Warnings (if needed) will be sent out Spring 2016 (coaches will be copied)

Minimum 2.0

Probation period for the Spring of 2016

Fall 2016- policy in full effect
PROMOTING YOUR CLUB

- **Club websites**
- **Campus Plasma TV**
  [http://sju.edu/int/studentlife/studentleadership/studentwebsites/lcdupload.htm](http://sju.edu/int/studentlife/studentleadership/studentwebsites/lcdupload.htm)
- **Facebook/Instagram/Twitter**
- **University website - needs updates from clubs**
- **Nest** - [https://nest.sju.edu/web/home-community/student-life-calendar-submission](https://nest.sju.edu/web/home-community/student-life-calendar-submission)
- **Game results form for each competition**
  [http://goo.gl/forms/QI8Z0FS7LN](http://goo.gl/forms/QI8Z0FS7LN)
SCHEDULING

- **Practice Schedules**
  [http://sju.edu/int/studentlife/studentresources/recreation/clubsport/clubgameschedules.html](http://sju.edu/int/studentlife/studentresources/recreation/clubsport/clubgameschedules.html)

- **Game Schedules**
  [http://sju.edu/int/studentlife/studentresources/recreation/clubsport/clubgameschedules.html](http://sju.edu/int/studentlife/studentresources/recreation/clubsport/clubgameschedules.html)

- **Pope visit – no practices games 9/25-9/27**

- **Fall Break – 10/9-10/12**
PROGRAM GOALS FOR 2015-2016

- Increase visibility across campus and game attendance
- Increase game reporting and social media presence
- Program wide community service event
- Your thoughts?
IMPORTANT DATES

- Final Rosters and Participation Forms Due Friday 9/25
- CPR Certifications Due Friday 10/2
- Officer Leadership Training 10/4
- Next meeting 10/27 11am
BSN PRESENTATION

- Bridget Scanlan
  Bscanlan@bsnsports.com