

USC Recreational Sports  
Club Sports Coaching Agreement

Club Team: \_\_\_\_\_ Academic Year: \_\_\_\_\_  
Coach Name: \_\_\_\_\_ President: \_\_\_\_\_  
Coach Phone: \_\_\_\_\_ Coach Email: \_\_\_\_\_

**All Coaches must abide by the following rules:**

1. All Club Sport Coaches must review the Recreational Club Council (RCC) constitution guidelines and policies.
2. The Coach shall be aware of and follow all University and Departmental procedures relative to the Club Sport procedures.
3. The Coach's purpose is to be involved strictly with coaching and teaching in team practices and competitions. He/she are to refrain from all other areas of club management, including business matters.

**The University of Southern California's Club Sports Program strongly encourages each club to have a coach. The coach's role is to provide leadership, an outside point of view, and a sense of higher authority to direct students in the Club Sports Program. Coaches may be volunteers or paid from the individual club's checking account. All Club Sport coaches are required to sign a Club Sports Coaching Agreement and understand and adhere to the following:**

- **ROLE:** 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. I understand that I am here as a coach and not an administrator. I will allow the club's President and other elected officials to manage the club's regular activities. However, I will work with the club's officers to achieve the short-term and long-term goals of the team. I understand that all financial matters pertaining, will be the responsibility of club leadership, and I will support their decision-making in this area. *As the coach, I will work together with the Club Sports Coordinator to encourage positive interaction between club members, University employees and other teams.*
- **ATTENDANCE & SUPERVISION:** I will attend all practices and competitions for the duration of the competitive season. If I am not able to attend a practice or competition, I will ensure that a qualified replacement is available or I will give a copy of the day's practice or game plan to the club President. I understand that I am responsible for the actions of team members at practice, while competition and during the entire duration of travel. I will enforce the USC SCampus policies and all behavioral guidelines of the Club Sports Program and RCC Constitution.
- **EMERGENCIES:** In case of an emergency, I will follow all emergency procedures as put forth in the RCC Constitution.
- **TEAM TRIPS:** I understand that I am required to be available for team travel. Team officers will specify exact dates no later than two days prior to travel. 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 trips and I will report any issues of misconduct to the Club Sports Coordinator. I understand that any team member's violation of USC SCampus or the Club Sports Program at any time, on or off the competitive surface, while on a team trip, may result in my immediate dismissal.
- **RISK MANAGEMENT & SAFETY:** I will adhere to all established safety practices for the sport I coach. I will report any hazardous conditions to the officers of my Club Sports team and ensure that the Club Sports Coordinator is notified. I will provide the safest possible environment for my team. I also agree to maintain an up-to-date CPR and First Aid certification and to submit proof of my certification to the Club Sports Coordinator.
- **CONDUCT:** I will act as a role model to the team members and ensure that all team members positively represent USC at all times. I will understand and follow all conduct guidelines in the RCC Constitution and adhere to SCampus.

- RCC CONSTITUTION: I will abide by all policies and procedures as put forth in the RCC Constitution.
- SALARY: If the Club Sport team named above agrees on payment of a coach, I agree to be paid no more than a total of \$ \_\_\_\_\_ for the full season of coaching. I understand that receiving payment is dependent upon, but not limited to, my completion of all necessary Club Sports paperwork, proof of CPR and First Aid certification and attendance of team practices and competitions. I understand that under no circumstances will I receive an advance in my pay.

- o Payment Schedule
- o Date \_\_\_\_\_ Amount per payment: \$ \_\_\_\_\_
- o Date \_\_\_\_\_ Amount per payment: \$ \_\_\_\_\_
- o Date \_\_\_\_\_ Amount per payment: \$ \_\_\_\_\_
- o Date \_\_\_\_\_ Amount per payment: \$ \_\_\_\_\_

Please check box if coach will be a volunteer.

\* The USC Club Sports Program may terminate this agreement at any time. If terminated or if the position is vacated, the payment of any unpaid salary is contingent upon the approval of the respective team’s officers, the team members and the Club Sports Coordinator.

- INDEPENDENT CONTRACTOR STATUS: This Coach’s Agreement is not intended to create the relationship of agent, servant, employee, partnership, joint venture, or association as between the University and the Coach.
- INDEMNIFICATION. Contractor indemnifies and hold harmless USC from and against any and all liabilities, losses, damages, claims or causes of action, and any related expenses including reasonable attorneys’ fees that are caused, directly or indirectly, by or as a result of the performance by Contractor or his/her employees or agents of the Project, provided that nothing herein shall be construed to require Contractor to indemnify USC from or against the gross negligent acts of USC or its employees. Contractor is not an employee and will indemnify and hold harmless USC for any injuries or claims suffered by Contractor or his/her employees or agents that would otherwise be subject to the Worker’s Compensation Act. USC reserves the right to withhold from the payment due and owing to the Contractor any damages that are caused, directly or indirectly, by or as a result of the performance by Contractor or his/her employees or agents of the Project.
- INSURANCE. Unless more specific insurance provisions are stipulated in an agreement, such as, but not limited to, agreements for construction, maintenance, facilities, transportation, and architects, Consultant will be required to maintain the charted insurance coverage at Consultant’s own expense. It is Consultant’s responsibility to ensure that the required insurances remain in effect for the entire duration of this Agreement and name USC as an additional insured. Such insurance shall waive any right of subrogation against USC and shall specifically cover Consultant’s obligations to defend, indemnify and hold USC harmless as provided herein. If requested by USC, it will be the Consultant’s full responsibility to provide USC with evidence of the required insurances.

Insurance Type	Corresponding Insurance Details
<b>Workers’ Compensation</b>	Workers’ compensation insurance with statutory limits if required to do so by California State law. If Consultant is self-insured for Workers’ Compensation, Consultant will maintain a certified copy of the “Certificate of Consent to Self-Insure” required by California Labor Code Section 3700 et seq. and comply with the regulations promulgated thereunder.
<b>Comprehensive General Liability</b>	Comprehensive General Liability coverage for death, bodily injury, and property damage, including products liability, with limits of no less than \$1,000,000 per occurrence.

<b>Automobile Liability Insurance</b>	Automobile Liability coverage of \$1,000,000 each occurrence, if Consultant drives on USC property using a University Owned Vehicle.
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- **DRIVING UNIVERSITY VEHICLES:** If Coach will be required to drive a University Owned, Leased or Rented Vehicle they will abide by the USC Vehicle/Driver Policy listed at <https://policy.usc.edu/vehicle-driver-safety/>
- **BACKGROUND CHECK:** I understand that I must submit to a background check prior to the approval of this coaching agreement. Failure to complete a background check as required by USC Human Resources will result in immediate termination.
- **DISMISSAL:** I understand that I am eligible for dismissal from my coaching position according to the following guidelines:
  - o **MID-SEASON DISMISSAL:** I understand that I am eligible for midseason 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 if any member violates SCampus or the RCC Constitution at practices, competitions or at any time during any team trips, on or off the competitive surface.
    - **MID-SEASON DISMISSAL PROCEDURE:** Team members or team officers may bring concerns regarding the coach to the attention of the Club Sports Administrators with proof of a coach’s failure to perform his or her duties or a two-thirds vote to dismiss the coach. The respective team’s officers and the Club Sports Coordinator will make the final dismissal decision.
  - o **END-OF-THE-YEAR DISMISSAL:** I understand that the term of my position as coach is for the one competitive season named above and I am eligible for dismissal at the completion of that term. Any agreement renewal is contingent upon approval by the members of the Club Sports team and the Club Sports Coordinator.

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**Coach’s Signature** **Date**

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**Team President Signature** **Date**

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**Club Sports Coordinator** **Date**