



UCD CLUB SPORTS TRAINING 2023-2024

# Misc. Officers

Social Media Chair

Fundraiser Chair

Recruitment Chair

Equipment Chair



## Club Conduct

## Hazing Policy

Link to Full handbook [HERE](#)

# Zero Tolerance Policy

Students, by participating in the Sport Clubs program, agree to conduct themselves and their organizations in an appropriate manner. Individuals must always act as University representatives, both on and off the field of play. Failure of Sport Clubs and individuals to adhere to a responsible standard of conduct will result in disciplinary action set forth by a Coordinator.

It is against the law for student organizations to conduct “Hazing.” Violation may result in loss of Sport Clubs’ status, action by Student Judicial Affairs, and/or referral to local law enforcement agencies.

- Absolutely no hazing in any shape or form

# Social(s) Guidance

Link: [Instagram](#)

Link: [Facebook](#)

Link: [Twitter](#)

Link: [Social Media Management Tools](#)

- Use these links for great info, tips/tricks and resources!
  - How/when to post
  - Targeting your audience
  - Making posts accessible
  - Creative ways to post
  - UCD guidelines, mission and social media goals, etc.

## Remember!

- What you put out there is on the internet forever...
  - Be mindful of that when liking, commenting, posting
- Less ‘flyer’ type postings
  - get creative; How To’s, spotlights, takeovers,
  - Wordy posts w/ too much info can be hard to look at
  - Think simple but impactful!
- Send Pro-Staff your achievements!
  - Send us action shots, team photos!
  - We want to know when yall win, break/set records, have a good game
- Tag Campus Rec and club Spots in socials!
  - We won’t repost everything
- Research latest trends and incorporate them

# Fundraiser/Events chair

## Fundraising Handbook

The fundraising handbook can be found through the Campus Recreation website on our Sport Clubs page under the Officer Resources tab.

[Sport Club Fundraising Handbook.pdf](#)

Sport Clubs may secure a sponsor to help with their fundraising with prior approval of a Coordinator.

The following means of sponsorship may be approved:

- Contact with non-alcohol/tobacco companies such as sports-related businesses, eateries, or neutral entities that would not reflect negatively upon the University
- Club receives significant cash value in exchange for major event sponsorship; e.g., A & B Company presents the UC Davis Bicycle Race

When charging admission or collecting donations at an on-campus event, cash box and ticket arrangements must be made through the Sport Clubs office. If a club is making over \$5,000 in cash, security will be needed for that event. Clubs planning to use off-campus assistance (i.e., a promoter/vendor) to help sponsor an event must contact the Sport Clubs office for special guidelines before making any arrangements.

All film programming must be approved by the Sport Clubs Office at least two weeks prior to the event.

Food and beverage concession sales during events on campus require approval by the Sport Clubs Office. Food sales are subject to the conditions specified in the Campus Food Service contract and must follow the policies of the Environmental Health and Safety Office.

Although your group can sell T-shirts on campus, there are several specifications that must be satisfied before you order them and have them for sale:

- T-shirts may only be sold on campus with approval from the Sport Clubs Office.
- All T-shirt designs must be submitted for review BEFORE the shirt is produced.
- The name of the Sport Clubs with the word CLUB should be on the shirt.
- Alcohol, Tobacco, and Firearms are all prohibited on UC Davis shirts.

## Tips:

- Sell Merch!
- Host fundraising events locally
  - Partner with local small businesses
- Work/Table ICA events!
  - Easy events to get money from working or potential donors



# Recruitment Chair

- Officers recruit based on own/set guidelines by team
- Use social events to recruit/market your team
- Highlight not just skill & athletic accomplishments:
  - Academic accomplishments
  - Events/socials the club hosts
  - Alumni connections
  - Travel opportunities

**You are trying to get them to choose you just as much as you choosing them!**

# Equipment Officer

- **Stay Organized!**
- Create a packing list for home and away games to keep track of equipment
- Label stuff
- Storage on UCD is very limited; DO NOT plan to keep equipment on campus
  - Invest in off campus storage
- Budget through out the next year or two for new equipment when necessary