



Developing your Sports Club

Your committee roles

- Ensure you are aware of your roles and responsibilities
- Delegate tasks fairly
- Your degree takes priority so do not overload yourself with committee jobs, you have a committee for a reason
- You should be approachable to your club, so they can voice any concerns to you

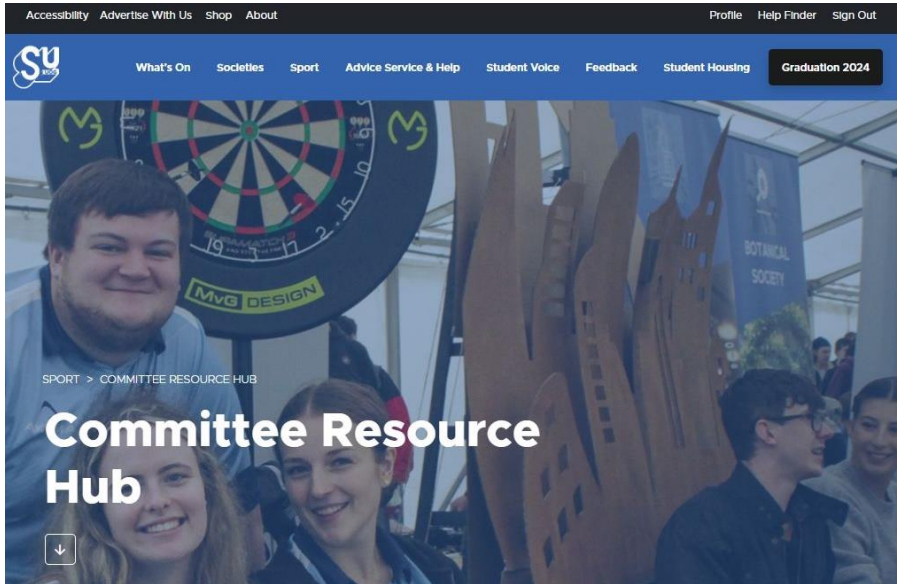
Committee Resource Hub



Welcome to your Committee Resource Hub

If you are looking for all the forms, documents, templates and factsheets that you need to help you run your Society or Sports Club, then you have come to the right place.

If you need any of the documents provided in an alternative format, please email suactivities@glos.ac.uk for assistance.



<https://www.uogsu.com/sport/resourcehub/>

Committee Resource Hub- Sponsorship contracts

PLEASE
CHANGE AND
FILL IN ALL
THE RED
TEXT!



Sponsorship Agreement

This contract sets out a sponsorship agreement with a University of Gloucestershire (UoG) Students' Union (SU) club or society and an external organisation as named below:

Sports Team / Society Name:

Organisation Name:

Organisation Contact:

Organisation Contact Number:

Organisation Email:

Sponsorship Duration:

Obligations of the Sponsor

- **[Insert company name]** agrees to sponsor **insert club name** the total of **(amount total) (including/plus. VAT)**, to be paid in **one** instalment upon receipt of an invoice from the Students' Union Finance Office. The Invoice(s) is payable within 15 days.
- The invoice will be sent to: **[Insert name]**
- The invoice will be addressed to: **[insert company address]**
- This sponsorship does not permit the sponsor on to the University premises to advertise their organisation; this includes the pitches at the Folley, Oxstalls Sports Park, and all campuses. Separate advertising packages are available through the Students' Union by contacting su@fglos.ac.uk.
- In the event that the sponsor is unhappy with anything relating to this agreement, which is not resolved by dealing with the club or society directly, they should contact the SU Student Activities Team: suactivities@fglos.ac.uk

Sponsorship Contracts- Do's + Donts

- Do's

- Explain to the company how their support can help your club
- Provide a thorough explanation of your club including your achievements
- Contact companies who resonate with your club or that 'make sense'

- Donts

- Contact clubs or bars who are promoting alcohol consumption
- Do not agree to print logos on matchday kit
- Don't agree to do more than you are being sponsored for

Fundraising

- Fundraising is a great opportunity to integrate your group into community settings, whether this is the local community or student community.
- You can host as many fundraisers in a year as you'd like.
- Your fundraisers are able to support charities and/or your club.
- You can also consider dividing the money by percentages or by sum totals.
- E.g, Tennis might host a fundraiser that raises £250. £175 goes to a charity of their choice and £75 goes to their club balance for them to spend on their members.

Your Club goals

- Have you shared your handover goals with the club?
- Are you aware of your members strengths, can they support you to reach your goals?
- Are you communicating with the SU regularly to ensure you are on track?
- Are you needing to adapt your goals? **Review, Reflect and Act**
- Have you set timelines? Planned out the year

Is your club inclusive and accessible?

- Do you celebrate diversity related events? Like Pride or Black History month
- Can you encompass physical considerations? Like wheelchair access
- Is your marketing and communications inclusive? To allow your members to see others like them reflected in messaging and images.
- If you can't cater for a certain group, try to signpost to other clubs or groups that do

Recruitment – Welcome Fayre

Creating an inclusive and accessible environment will naturally encourage more members

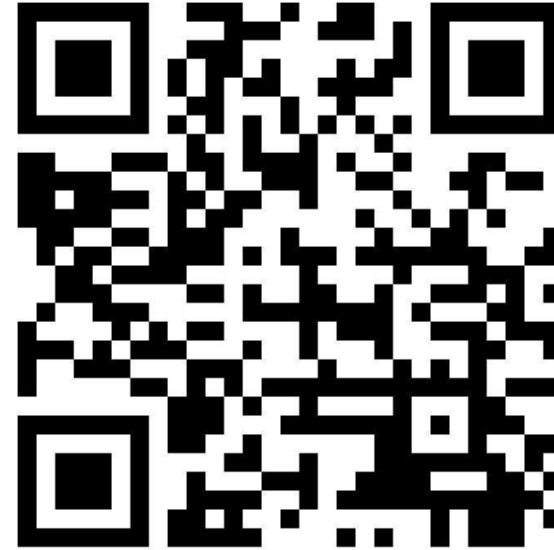
Welcome Fayre

- It is a good idea to showcase your club in a positive way. This may include, showing celebratory photos, or all club photos in kit (TaketThatPhoto).
- It is important to approach 1st year students in a friendly way, and be as informative as possible about your club
- Be helpful in directing students to other clubs if you feel they would be better suited elsewhere
- Give your Instagram handles out so they can view in their own time your contact
- Don't force anyone to sign up
- Create a 1st year group chat or a welcome group chat to invite them to training

Team cohesion and Socialising

- It is super important to build relationships with your members on and off the pitch or court
- ASK YOUR MEMBERS what they want to do outside training
- Include social activities that are not revolved around drinking alcohol
- Regularly communicate with all your teams if you have multiple – buddy systems for 1st years
- Encourage your members to attend other club's fundraisers together

Don't forget to submit
any questions via
PADLET HERE



Thank you for listening