

**Florida International University  
Recreation Services  
Sport Club Advisor Agreement**

(Annual update required or whenever there is a change in advisor)

**Club Name:** \_\_\_\_\_

**Advisor Name:** \_\_\_\_\_

**Classification:** Fulltime Faculty \_\_\_\_ Fulltime A&P Staff \_\_\_\_

**Title:** \_\_\_\_\_

**Department:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Phone #'s:** Cell/Home \_\_\_\_\_ Office \_\_\_\_\_ Fax \_\_\_\_\_

**SPORT CLUB ADVISOR RESPONSIBILITIES**

- Serve as a source of information, and provide guidance and leadership, while understanding that the club is student-directed.
- Be knowledgeable of and help interpret University and Recreation Services Department guidelines, policies and procedures regarding Sport Clubs.
- Ensure that club officers and members are informed of University and Recreation Services Department guidelines, policies and procedures regarding Sport Clubs.
- Take an active role in the planning and review of the club's schedule and calendar.
- Offer ideas and assistance for events.
- Periodically attend club meetings and events.
- Assist with development and oversight of the budget.
- Assist in supervising fundraising events.
- Assist the group in evaluation.
- Participate in the perpetuation of the club by assisting in officer succession and training, and maintaining historical files.

I understand that I will be advising this Sport Club on a volunteer basis. I have read and understand the responsibilities of the Advisor as stated above, along with those responsibilities and liabilities outlined in the Sport Club Handbook.

\_\_\_\_\_  
Advisor Name (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Club President (Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date