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**RecruitME2Play.com Internship Program Guide with Confidential Disclosure Agreement (CDA)**

**RM2P Internship Qualification, Agreement/Contract:** To be accepted for this Internship, each candidate must complete the RM2P Recruiting Coach Survey ([Survey](http://recruitme2play.com/recruitingcoach)), pass a basic "background test" and pass a "verbal" qualification screening. The RM2P Internship requires a written document of standards and understanding (contract) and CDA be signed by each Intern prior to beginning any activity. (CDA is included in this document).

**Objective:** The "Objective" for the RM2P Internship is two (2) fold. First to give RM2P visibility to the highest level of Possible Recruiting Coach candidates. Secondly, give highly motivated candidates exposure to the RM2P process...so that an the end of the Internship a fact based decision can be made by RM2P and the candidate as to whether to continue a business relationship.

**Ideal RM2P Intern:** The "Ideal RM2P Intern will be a former or current NCAA or NAIA 4 year Student Athlete (all sports) with a study major in business, sports managements, communication or related fields of study. Must be technology savvy, social media proficient, strong verbal communicator and have solid written communication skills. Solid knowledge of Microsoft Office Suite (Word, PowerPoint, Excel, Publisher, Outlook). Must be a self-starter and at the time of this Internship, be on track to graduate from college within 2 semesters or less after internship.

**RM2P Internship Scope, Definition and Responsibilities:** RM2P Intern will be responsible for the entire RM2P business process including: sales, procurement, production, supply chain , distribution, accounting, human resources, corporate performance and governance, and customer service. Additionally, the RM2P Intern will directly be responsible for introduction and relationship management with all participants in the recruiting process including: College Coaches and Recruiters, High School Coaches, High School Principals, HS Athletic Directors, Parents, Student Athletes and Boosters. Intern must be able to complete the marketing and sales process and complete the "new" student athlete intake process which includes setting up SA with user id, passwords, and e-mail as well as a complete RM2P Process walk through with Parents and Student Athletes and all other RM2P systems and operations. Each Intern will work directly with a Mentor on day to day activities and any other special project (research, demographics, technology, etc).

**Weekly Collateral Material and End of Term Assignment:** Each week Intern is expected to complete and present to his/her "mentor" a 250 word detail of activity for the week. This will included meeting of Parents, Student Athletes, High School and College Coaches, etc. Additionally, any sales, procurement, production, supply chain, distribution, accounting, human resources, corporate performance and governance, and customer service. The End of Term assignment will basically be the same requirements, but reflectively capturing the entire semester activity, all that you have accomplished throughout the entire semester. Included with the whole document should be a critical statement (positive and negative) of your entire Internship. This document must be written well, at a college 500 level and be no less than 10 pages double spaced with all writing standards met including references and documentation as necessary. Additionally, there will be a separate one (1) page document specifically regarding your assignments preferences should you be hired as a RM2P Recruiting Coach. Details of this will be discussed throughout the Internship with your "mentor" and RM2P leadership. Weekly assignments will be conveyed in writing via RM2P e-mail.

**Uniform/Appropriate Attire:** The ideal intern will dress appropriately for the occasion. Rarely will a suit and tie be required but mostly "good judgment" must be used so that the Intern's attire brings credit to him/her, RM2P and all others associated. RM2P will "gift" each candidate one (1) RecruitME2Play.com sport shirt.

**RM2P Intern Standards of Behavior**: Because the primary responsibility and activity for a RM2P Recruiting Coach and Intern demand constant contact and interface with the public (non RM2P persons) all **must** demonstrate the highest level of personal and professional behavior and decorum at all times. Basically, common sense and good judgment is a must. Never say and/or do anything that may bring discredit on yourself or RM2P...always think before you speak or act!

**Domicile:** Each Intern will determine with their "mentor" his/her area of recruiting responsibility (schools, cities, states) prior to beginning any activity. This area will be documented as an addendum to the Intern's contract and the permanent contract. The Intern's actual "home base" location will be at the discretion of the Intern, probably near the area of recruiting responsibility.

**Term:** The typical term for the RM2P Internship will be one semester or quarter.

**Successful completion:** RM2P considers a "successful completion" to be at least one complete "term" and objectively the following: Full implementation of the RM2P Triad℠ Academics, Athletics and Intangibles. Full comprehension and implementation of the RM2P process including RM2P sales, procurement, production, supply chain, distribution, accounting, human resources, corporate performance and governance, and customer service.

**Compensation:** The RM2P Intern will be compensated only for paid memberships that they sell and close. Compensation rate will be 20% of signed and paid membership fees that the RM2P Intern sells.

**Confidential Disclosure Agreement (CDA):** Each RM2P Intern MUST read and sign the RM2P CDA (attached here) before beginning any activity.

 **Internship conclusion, what's next:** At the "successful" conclusion of the RM2P Internship the "Ideal" candidate can be offered a full time and permanent entry level position as a RecruitME2Play.com Recruiting Coach!

**Website:** http://recruitme2play.com/recruitingcoach

**Confidential Disclosure Agreement, RecruitME2Play.com**

It is understood and agreed to that the Discloser (RecruitME2Play.com) and the Recipients would like to exchange certain information that may be considered confidential. To ensure the protection of such information and in consideration of the agreement to exchange said information, the parties agree as follows:

1. The confidential information to be disclosed by Discloser under this Agreement (”Confidential Information”) can be described as and includes: Technical and business information relating to Discloser’s proprietary ideas, patentable ideas copyrights and/or trade secrets, existing and/or contemplated products and services, software, schematics, research and development, production, costs, profit and margin information, finances and financial projections, customers, clients, marketing, and current or future business plans and models, regardless of whether such information is designated as “Confidential Information” at the time of its disclosure.

In addition to the above, Confidential Information shall also include, and the Recipient shall have a duty to protect, other confidential and/or sensitive information which is (a) disclosed by Discloser in writing and marked as confidential (or with other similar designation) at the time of disclosure; and/or (b) disclosed by Discloser in any other manner and identified as confidential at the time of disclosure verbally or in writing. In general, if the Discloser is talking or conveying any form of Business directly or even slightly related to RM2P the Recipient will consider it in it included in this agreement.

2. Recipients shall use the Confidential Information only for the purpose of evaluating potential business and investment relationships with Discloser.

3. Recipients shall limit disclosure of Confidential Information within its own organization to its directors, officers, partners, members and/or employees having a need to know and shall not disclose Confidential Information to any third party (whether an individual, corporation, or other entity) without the prior written consent of Discloser. Recipient shall have satisfied its obligations under this paragraph if it takes affirmative measures to ensure compliance with these confidentiality obligations by its employees, agents, consultants and others who are permitted access to or use of the Confidential Information.

4. This Agreement imposes no obligation upon Recipients with respect to any Confidential Information (a) that was in Recipient’s possession before receipt from Discloser; (b) is or becomes a matter of public knowledge through no fault of Recipient; (c) is rightfully received by Recipient from a third party not owing a duty of confidentiality to the Discloser; (d) is disclosed without a duty of confidentiality to a third party by, or with the authorization of, Discloser; or (e) is independently developed by Recipient.

5. Discloser warrants that he/she has the right to make the disclosures under this Agreement.

6. This Agreement shall not be construed as creating, conveying, transferring, granting or conferring upon the Recipient any rights, license or authority in or to the information exchanged, except the limited right to use Confidential Information specified in paragraph 2. Furthermore and specifically, no license or conveyance of any intellectual property rights is granted or implied by this Agreement.

7. Neither party has an obligation under this Agreement to purchase any service, goods, or intangibles from the other party. Discloser may, at its sole discretion, using its own information, offer such products and/or services for sale and modify them or discontinue sale at any time. Furthermore, both parties acknowledge and agree that the exchange of information under this Agreement shall not commit or bind either party to any present or future contractual relationship (except as specifically stated herein), nor shall the exchange of information be construed as an inducement to act or not to act in any given manner.

8. Neither party shall be liable to the other in any manner whatsoever for any decisions, obligations, costs or expenses incurred, changes in business practices, plans, organization, products, services, or otherwise, based on either party’s decision to use or rely on any information exchanged under this Agreement.

9. If there is a breach or threatened breach of any provision of this Agreement, it is agreed and understood that Discloser shall have no adequate remedy in money or other damages and accordingly shall be entitled to injunctive relief; provided however, no specification in this Agreement of any particular remedy shall be construed as a waiver or prohibition of any other remedies in the event of a breach or threatened breach of this Agreement.

10. This Agreement states the entire agreement between the parties concerning the disclosure of Confidential Information and supersedes any prior agreements, understandings, or representations with respect thereto. Any addition or modification to this Agreement must be made in writing and signed by authorized representatives of both parties. This Agreement is made under and shall be construed according to the laws of the State of **\_Colorado\_, U.S.A.** In the event that this agreement is breached, any and all disputes must be settled in a court of competent jurisdiction in the State of **\_Colorado\_, U.S.A.**

11. If any of the provisions of this Agreement are found to be unenforceable, the remainder shall be enforced as fully as possible and the unenforceable provision(s) shall be deemed modified to the limited extent required to permit enforcement of the Agreement as a whole. **WHEREFORE**, the parties acknowledge that they have read and understand this Agreement and voluntarily accept the duties and obligations set forth herein.

**Signature Intern**

Print Full Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Internship Term: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Graduation Year/Term: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sport: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature RM2P Executive**

Full Name/Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**(Notice: Prior to endorsement, ensure that ALL document requirements are satisfied including: verbal screen test, contract and CDA read and signed by Intern, background screening returned).**