

Halifax Trojan Aquatic Club Mandatory Volunteer Requirement Policy

Approved August 8 2024

The Halifax Trojan Aquatic Club is a competitive swim club that is athlete-centric and coach driven. Our coaches and swimmers are supported by an experienced Board of Directors and engaged parent volunteers. To ensure a positive experience for our Club athletes, HTAC has implemented an enhanced mandatory volunteer requirement policy.

Point Requirements

Swimmers will be assigned a volunteer point requirement, based on squad placement. Families with more than one swimmer will be required to accumulate the volunteer point requirement of their swimmer at the highest level.

All family members, including swimmers, are eligible to earn points towards this requirement.

Points must be earned from the first day of the season until the last day of the season.

- Registration for the following season or session is dependent on payment of all outstanding accounts, including unearned volunteer points.
- Families are asked to consider earning points from at least one HTAC-hosted swim meet throughout the season to ensure our meets run smoothly for athletes, coaches and officials.
- Points are assigned a dollar value (1 point equals \$50). If the volunteer requirement is not met, families are charged the amount for outstanding volunteer points. (See the points chart for examples)
- Families can opt to pay their full Volunteer Fee in cash (For example, a swimmer required to earn 8 points, valued at \$400 could, instead of earning volunteer points, opt to pay the \$400 in full.)
- Point requirements for swimmers joining mid-season are prorated per the membership dues proration.

Mandatory Volunteer Point Requirements

| Group | Points Requirement |
|-------------------------|---------------------------|
| Bronze | 3 |
| Silver | 4 |
| Gold | 6 |
| Competitive Development | 6 |
| Junior Provincial | 8 |
| Junior Atlantic | 10 |
| Junior Elite | 12 |
| Senior Provincial | 10 |
| Senior Atlantic | 12 |
| Elite | 14 |

Earning Volunteer Credits

HTAC will offer multiple opportunities (both on deck and off deck) to earn volunteer participation points. See below for some opportunities.

| Volunteer Opportunity | Points Earned |
|---|----------------------|
| Officiating | |
| Volunteer at swim meets - Timer | 1 point per session |
| Volunteer at swim meets - All other officials | 2 points per session |
| Meet Manager- any HTAC hosted meet | 4 points |
| Meet manager shadow (for any meet) | 2 points |
| Obtain Level II Certification (White pin) | 2 points |
| Obtain Level III Certification (Orange pin) | 4 points |
| Obtain Level IV Certification (Green pin) | 6 points |
| Obtain Level V Certification (Blue pin) | 8 points |

| Volunteer Opportunity | Points Earned |
|--|-----------------------------------|
| Other Volunteering at Swim Meets | |
| Canteen Lead | 3 points per meet |
| Hospitality Lead | 3 points per meet |
| Canteen Volunteer | 1 point per session |
| Hospitality Volunteer | 1 point per session |
| Season Long Team Support Roles | |
| Fundraising Lead | 4 points per Project |
| Travel Coordinator | 8 points |
| Travel Meet Chaperone | 6 points |
| Equipment Coordinator | 4 points |
| Parent Representative | 4 points |
| Chair of Officials | 8 points |
| Co-Chair of Officials | 6 points |
| Volunteer Opportunity | Points Earned |
| Executive - President, Treasurer, Chair of the Finance Committee | Satisfies full points requirement |
| Member of Board of Directors | 8 points |
| Member of Committee of the Board | 2 points |
| Year long Accounting support (if requested by Club Presidents) | Satisfies full points requirement |

Other opportunities may be identified throughout the season. Additional roles may be added throughout the season at the discretion of the Board of Directors.

Officiating Credit System

In addition to earning points towards the mandatory volunteer participation points, Level 3, 4, and 5 officials earn financial credits. A family can earn the following credit (per family) for working five sessions throughout the season:

Level 3 - \$100

Level 4 - \$200

Level 5 - \$300

Credits will be applied to swimmers' accounts at the end of the season before the last payment.

Tracking Volunteer Points

Points are non-transferrable. Members may volunteer at a HTAC-hosted meet on behalf of another HTAC family (extended family, friends or another HTAC member), however permission and confirmation must be received from the Event Coordinator prior to earning the points.

Earned volunteer credits that do not appear in your account must be brought to the attention of the Office within 14 days of earning. **Swim families are responsible for providing documentation of their volunteer work.**

Exemptions

There are no exemptions under this policy by design. If you are unable to volunteer or to pay the equivalent value to your points requirement, you must make application to the Treasurer for an alternate payment arrangement.