



Fort Saskatchewan Nordic Ski Club Volunteer Program Policy

The Little Engine That Could

How do we function? FSNSC:

- *is volunteer driven and family oriented
- *tries to create a positive, healthy, enjoyable environment for children, youth and adults
- *tries to create such an environment for everyone, as club members
- *aims to keep skier/athlete development program fees as cost effective as possible while maintaining a high quality
- *can keep costs effective because we are **volunteer driven**
- *has volunteers that work in areas such as contributing to the club board, instruction, coaching (Bunnies, Jackrabbits, youth, teens, adults, etc), track setting and running of events like the Jackrabbit and Youth Olympics
- *is NOT like clubs in Alberta which pay higher fees for paid staff to do part or much of this work
- *uses club registrations to cover the cost of operations, while the labour to do the work is done by volunteers

How do club operations work?

- *in order for any club to operate, costs are approximately 75% labour versus 25% fixed costs, like insurance, facility, repairs, etc.
- *for sports like gymnastics, dance, downhill skiing, fees are considerably higher because many of the labor costs are paid
- *FSNSC does not pay for these labour costs, due to the volunteerism of its members
- *what this means is that, if we had to pay someone to do all the work that has to be done, the club fees would need to be much higher
- *this has not been, to date, how the ski club and programs operate

What are our club's strengths?

- *overall, the standards in the club programs and services are high
- *the ski trails are among the best maintained in the region
- *the club leases and has an excellent facility
- *coaches and instructors are providing a caliber of instruction, training and support usually found in much larger clubs and there is a strong desire to continually improve the training experience, providing excellent programs
- *overall, in the past, families have shown a high level of commitment to the club. It is through this commitment, sense of "ownership" the club has been very successful and is recognized as a "leader" and "contributor" in the community. This has been shown by the high quality of events and skiers' results at local, provincial and national levels.



What strengths do we need for our programs, from Junior Bunnies to Jackrabbits to Youth on Skis to Performance Team and beyond? We need:

- *in the fall, trails and terrain that are well prepared, available for skiing with minimum snow
- *in the winter, ski trails that are in excellent shape and groomed for each ski practice for the ski technique to simulate racing conditions and provide excellent training
- *all season, high quality and caliber of coaches usually found in much larger clubs. Coaches need to be able to focus on coaching to provide a high quality and caliber of instruction, training and support so they need not have support roles.
- *parents and guardians to be available to carry forward the ski club's plans, fill the ski club board roles, lead in major club tasks like tracksetting, facility support, promotions, and skier development programs
- *all club members to ensure the mission, vision and strategic plan of the club is achieved. It is everyone's sense of ownership and involvement that contributes to the club's well-being and long range health.

Why do we need a Volunteer System?

The majority of parents in the club already volunteer a significant number of hours. However, a volunteer system is needed to ensure that there is volunteerism happening in a:

1. well organized way
2. fair, equitable and transparent system
3. manner that involves shared expectations
4. way in which people's strengths can be used or developed
5. manner in which parents/other club members who come into the program can be encouraged to be involved in a way that best supports the needs of the program(s) and club

Through a Volunteer System, what are we trying to achieve?

The past FSNSC volunteer policy has been modified to meet today's needs and programs. We now strive to have a system that:

- *holds parents/guardians accountable for a specified number of minimum volunteer hours depending on the number of children involved and their level of programming
- *has a Volunteer Bond, a financial payment option, for those parents who are not able to contribute their volunteer hours (although volunteer hours are MUCH more valuable than money!)
- *effectively matches tasks with volunteers and their capabilities
- *fulfills our club and program needs



Here is your guide to volunteering!!

1. Determine the program(s) your skier(s) is(are) in:

1. Performance Team
2. Mid-Week Track Attack 1
3. Mid-Week Red Foxes
3. Sunday Junior Bunnies, Bunnies, Jackrabbits or Youth on Skis

2. Establish number of volunteer hours needed for all skiers in the family, based on highest level of programming:

1. If you have a skier in the Performance Team, total volunteer hours for the family = 90 hours. No additional hours for additional skiers, in any other program, required.
2. If you have a skier in Track Attack 1, total volunteer hours for the family = 40 hours. No additional hours for additional skiers, in any other program, required.
3. If you have a skier in Red Foxes, volunteer hours for the family = 20 hours. No additional hours for additional skiers, in any other program, required.
4. If you have skiers in the Sunday programs only, volunteer hours for the family = 10 hours. No additional hours for additional Sunday skiers required.



3. Consider the Periods to Volunteer

This is merely a guide to the XC seasons, to help in understanding how volunteer hours can be spread throughout a whole year.

There are three XC seasons:

1. April-May-June- July-August-September
2. October – November – December
3. January – February – March

Estimated Percentage of Overall Hours/ Season
(in this way, overall hours get spread out over the whole year)

<u>Program</u>	<u>April-May-June July, Aug, Sept</u>	<u>Oct, Nov, Dec</u>	<u>Jan, Feb, March</u>
Performance Team	20% (18 hours)	30% (27 hours)	50% (45 hours)
Tuesday TA1		20% (8 hours)	80% (32 hours)
Tuesday Red Foxes		20% (4 hours)	80% (16 hours)
Sunday Programs			100% (10 hours)

5. Decide what you can do!

*each program has its own List of Volunteer Opportunities

*take a look at the list that applies to you and choose how you will volunteer!

6. Record your hours

*you record your hours on a record sheet that is to be handed in to the Volunteer Coordinator at the end of the overall ski year

*it will be reported to and reviewed by the ski club board



What will happen if I am not able to volunteer or meet my volunteer requirement?

***it is hoped this is not needed**

*however, a Volunteer Bond is allocated to each program as a deposit on the program

*parents or guardians have a choice to complete their hours or pay their Volunteer Bond

*the bond is based on minimum hourly wage = \$10

*a mandatory cheque is made out to FSNSC, at the time of registration, in the amount for that specific program; cheques are dated April 1st, 2015

*the cheque will be cashed April 1, 2015 for those families who have not fulfilled their volunteer obligations

*those who have not fulfilled the required Volunteer Commitment as of March 20, 2015 will be notified by email

*those who have partially fulfilled their volunteer obligations will receive a cheque equal to the amount corresponding to the hours that were fulfilled

*any monies accumulated from the Volunteer Bonds will go towards an area decided by the club board

<u>Program</u>	<u>Volunteer Bond</u>
Performance Team	\$900
Tuesday TA1	\$400
Tuesday Red Foxes	\$200
Sunday Programs	\$100

Do I require a club membership to be a volunteer?

*yes

*for insurance and liability reasons, parents and guardians who help in ANY capacity must be club members of FSNSC at the time of registration for their children's/their own program

*family memberships are available