

VOLUNTEER BOND POLICY

NEW FOR 2022/2023 SEASON:

VOLUNTEER BOND

To encourage all Association members to become actively involved in the operation of and the overall success of the Association.

Cochrane Minor Hockey is introducing a Volunteer Bond. The Volunteer Bond will be charged at the time of registration if a Volunteer job has not been selected.

It is recommended that each registration volunteer points add up to 20pts. However you are not charged if you only have selected up to 10pts. You are only charged the bond if no volunteer position is selected per registration.

The Board of Directors recognizes that the Association is only as successful as its volunteers and want to encourage its entire membership to be actively involved in the operation of the Association.

PURPOSE:

To encourage all Association members to become actively involved in the operation of and the overall success of the Association. It is not our intention to collect \$500 from any of our families in Cochrane Minor Hockey, we encourage everyone to VOLUNTEER.

OVERVIEW:

The amount of hours that the volunteers invest to run a season is truly unknown, most of our Association members are unaware of just how much volunteer work is burdened on too few people, but is necessary to operate and administer a Hockey Association.

This Volunteer Bond Policy is being introduced to ensure that all Members have an opportunity to step forward and contribute to their players' successful season. With volunteer tasks being distributed to many people, the time commitment becomes more reasonable and benefits the team as a whole, in addition to being extremely appreciated.

BOND AMOUNT:

\$500 for the first registered player with Cochrane Minor Hockey, fee will be added in Registration Fees as voted in by the Board of Directors. This fee will be applied at the time of registration if you have not chosen to volunteer.

REPORTING RESPONSIBILITY:

It is each family's own RESPONSIBILITY to meet the Volunteer Bond Program Commitment and ensure that they have fulfilled their volunteer requirements. Managers will be required to notify CMH of individuals that have not completed their volunteer duties. If you agree to

volunteer and do not complete your volunteer obligation the bond fee will be charged and if not paid your player will not be eligible to register for the following season.

HOW TO FULFILL BOND REQUIREMENTS:

A minimum of 20 points of volunteering per registration. The team's manager will be in charge of assigning positions on each team, you may be asked to volunteer for something you did not sign up for as we only have so many volunteer jobs available for each team.

It is each family's own RESPONSIBILITY to meet the Volunteer Bond Program Commitment and ensure that their hours are reported to their Manager accurately.

VOLUNTEER JOB DESCRIPTIONS

- ❖ Head Coach – 20pts
- ❖ Manager - looking after day to day operations of the team and communicating directly with Head Coach – 20pts
- ❖ Board of Director Volunteer – 20pts
- ❖ Scorekeeping – being available for a minimum of 4 home games throughout the season – 5pts (12 home league games in total 2 - 3 volunteers required for each game) If you select this you will be required to volunteer for 4 home games as scorekeeper, timekeeper, or music person. (this would account for 20 pts in total.)
- ❖ Assistant Coach – 20pts
- ❖ Team Treasurer – responsible for team finances and bank account, reporting all finances to the team – 10pts
- ❖ Jersey Parent - responsible for cleaning and storing team jerseys throughout the season (this can be looked after by 2 parents' home jersey parent and away jersey parent – 20pts
- ❖ Evaluation Volunteer - assisting with sign table and may be contacted to help with organization of players – 5pts
- ❖ Team Data Entry Person – responsible for inputting all home game data into league site – 10pts
- ❖ Equipment Pick-up and Drop-off person – responsible for picking up and dropping off equipment for team on dates specified – 10pts
- ❖ Social Coordinator – coordinator of all team social events – 10pts
- ❖ Hotel/Booking Coordinator - coordinator for all team hotel bookings throughout the season – 10pts
- ❖ Team Tournament Coordinator – responsible for applying to tournaments on behalf of the team and submitting team registrations – 10pts

EXCEPTIONS TO THE POLICY

Each year many teams have an opportunity to host a tournament in Cochrane for free. As a free tournament is both a privilege and requires an incredible amount of work, this tourney is exempt from the Volunteer Bond Policy. The requirements for volunteer jobs shall be shared evenly with all team members and across all teams sharing tournament hosting duties.

Spouses of Head Coaches and Managers (for the teams they Head coach and manage only) are not required to fulfill additional volunteer points as their obligation has been met. Again the exception being the home tournament.

FREQUENTLY ASKED QUESTIONS

1. **WHY?** To encourage all Association members to become actively involved in the operation of and the overall success of the Association. Over the past years we have received many emails indicating teams were struggling to fill the game day volunteer positions and all other minor sports require parents to volunteer or pay a bond.
2. **HOW MUCH IS THE BOND?** \$500 for the first child registered with Cochrane Minor Hockey, this will be added if volunteer obligations have not been met. The bond is set high as we want everyone to volunteer in some capacity.
3. **HOW MANY POINTS DO I NEED TO VOLUNTEER?** A maximum of 100 Points per family, 20 points per registered player.
4. **WHAT IF I DON'T WANT TO VOLUNTEER OR I AM TOO BUSY?** Do not check the box marked I want to volunteer. The \$500 bond will be added to your registration and must be paid on the date of registration.
5. **WHO TRACKS MY HOURS?** Managers will track your hours, but it is your responsibility to meet the volunteer Bond Program Commitment and ensure that you have fulfilled your obligation.
6. **WHAT IF I SIGNED UP FOR POSITIONS BUT WAS NOT ABLE TO FULFILL MY DUTIES?** Your Manager will report this to the CMH Administrator and you will be invoiced for a \$500 Volunteer Bond.
7. **WHERE DOES THE MONEY GO?** Money collected from the volunteer bond is allocated to our Financial Assistance Program. The funds do not go back to the team.
8. **WHAT IF I SIGNED UP TO VOLUNTEER AND I AM NEVER NEEDED?** This would be very unlikely as on average each team has 12 home games plus exhibition home games they host so just with assisting with that volunteer job everyone should be utilized. You can always partner to help on other volunteer jobs as well. We will only be charging the Bond if notified by the Manager that members were needed and did not volunteer.