



VOLUNTEER POLICY, ROLES & POINTS

PURPOSE

To encourage all Club members to become actively involved in the operation and success of our Association by way of volunteering their time at the Club and Team levels (during the season and/or in the offseason).

Many of our Club members are unaware of how much volunteer work and fundraising is necessary to operate and administer a quality program. The volunteer bond program was introduced to encourage members to step forward and help. The time commitment is not unreasonable, and the help is beneficial and appreciated. **Participation in the volunteer bond program is a mandatory component of registration with our Club.**

COMMITMENT VIA PERSONAL INVOLVEMENT

Our Club requires families to fulfill volunteer commitments by fulfilling job(s) either during the season or in the off-season according to the following structure:

AGE GROUP REQUIREMENTS:

U7:

- Team job required (jobs will be filled once teams are formed)
- U7 Team Jobs: Manager, Treasurer, Photo Liaison, Social Organizer, Social Media, Misc / On Demand Jobs
- If no team job available, then a family will need to fulfil a help with a club job
- 100 Points/Player
- \$200 Volunteer Bond/Player

U9-U17:

- Club job required
- Team Job required (jobs will be filled once teams are formed).
- Exemptions from a team job are; Board Members; Head Coaches; Managers; Age Division Coordinators; Tournament Coordinators and Committee Members
- NOTE: In some cases those exempt from a team job, may be asked to complete a session in the box, or another small job.
- 200 Points/Player (20 hours of volunteer hours)
- **\$600 Volunteer Bond/Player**

POINTS:

- All jobs are given a point value (400 points; 200 points; 100 points and 50 points)
- Some Club jobs also cover the club and team job component ie: Board Position, Head Coaches, Age Division Coordinators, etc.)

IMPORTANT NOTES:

- **FAMILY MAXIMUM:** More than one player Family bond maximum is 400 points total
- **NON-PARTICIPATION FEE:** Those that are unable to help during the pre-season or season, can choose the non-volunteering fee at the time of registration and will be charged a \$600 fee during the registration process per player up to \$1200

APPROVED VOLUNTEER OPPORTUNITIES**Club Level Volunteer Positions**

(These positions below with 400 points fulfill both club and team requirements and clears the family maximum volunteer bond)

Position	Description	Points
Board Member	Executive leadership posn	400 Points
Head Coach	Leads Team;	400 Points
Social Media Coordinator	Handles Social Media for Club – full year	400 Points
Club Goalie Mentor	Oversees Goalie Sessions and sees goalies one on one	400 Points
Hive Comm. Members (8)	Organizes Tournament and oversees over weekend; January – June	400 Points
Icebreaker Comm (8)	Organizes Icebreaker (Jan – April)	400 Points
Icebreaker Lead	Organizes Icebreaker (Jan – April), etc.	400 Points
Hive Tournament Lead	Organizes Hive (Jan – June) with Committee	400 Points
Canada Day Committee (9)	Oversees participation in Canada Day Tour (2026); and works 4 day event	400 Points

Asst. Coach	Assists Head Coach	200 Pts
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Volunteer Coordinator Club	Oversees Vol. for season	200 Pts
Goalie Gear Coordinator	Oversees Goalie gear inventory, dist. and return	200 Pts
Jersey Coordinator	Manage Jerseys, etc. and oversees distribution and return	200 Pts
Photo Day Coordinator	Organize Photo Day and Handout to teams	200 Pts
Shorts Coordinator	Organize handout at Icebreaker, etc.	200 Pts
Camp Coordinator	Organize camps Fall and Winter; Coach vol. for sessions	200 Pts.
Volunteer Appreciation Coordinator	Organize Club Volunteer Appreciation Night with Committee	200 Pts
Casino Volunteers	Works (1) shift over 2 day event	200 Pts
Countroom Volunteer Casino	Works 1 shift over 2 day event	100 Pt

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Evaluation Volunteers	Check-in; Pinnies; Floor Leads, etc.	5 hour shifts – 50 Pts
Tournament Volunteers	Fill Shift Spot(s) at Icebreaker or Hive Tournament	5 hour shifts -50 Pts
Roughneck 50/50 Ticket Sellers	Attends scheduled Roughneck Game for Club and sells 50/50 Tickets	5 hour shift – 50 Pts
Equipment Distribution Vol.	Helps with distribution and return/inventory of equipment	5 hour shift – 50 Pts
Icebreaker, Hive & Canada Day Volunteer	Help at event(s) with various jobs	5 hour shift - (50 pts)
Miscellaneous/On Demand Roles	Various Club Support Activities as needed (Pre-season and Season)	5 hour shift (50 Pts)

TEAM LEVEL VOLUNTEER POSITIONS

(These positions support individual teams and fulfill team-level requirements)

Team Manager	Liaison between Parents and Bench Personnel; Communications, and keeps track of team volunteering and scheduling and reports to ED	400 Points ** can choose when registering
Trainer (U13– U17)	Provide on bench medical support	200 Points
Team Treasurer	Manage team finances	100 Points
Jersey Parent	Manage team jersey collection, distribution, ensures both sets at all games	100 Points (could be 2 people)
Photo Liaison	Coordinate team photo on Photo Day, Picks up photos, distribute	50 Points
Scorekeeper/Timer	Official Game Duties (Min. 8 games)	100 Points
Shot Clock Operator/Penalty Box	Operates Shot Clock during games, or Penalty Box Rep. (Min 8 Games)	100 Points
Social Coordinator	Organizes team social events	100 Points
Tournament Liaison	Coordinate Team Tournament(s) -Register; Collect Funds from Players	100 Points
Social Media Person for Team	Takes photos and send to Club Social Media Person	100 Points
Misc/On-Demand Roles	Various team support activities as needed	50 Points

REPORTING RESPONSIBILITY

- It is each family's responsibility to ensure they meet the Volunteer Bond Program commitments and ensure that their job(s), points and hours are reported accurately to the club (Club Volunteer Coordinator or Executive Director).
- The Manager of each team will aid families with the tracking of their Bond.
- Your volunteer choice(s) is/are listed on your completed registration form.
- THERE IS NO GUARANTEE THAT THE JOB YOU SIGNED UP FOR IS THE JOB

(VOLUNTEERING) YOU WILL BE DOING. ANOTHER JOB WILL NEED TO BE COMPLETED TO FINALIZE YOUR VOLUNTEERING COMMITMENT.

- IF YOU CHOOSE THE NON-VOLUNTEERING OPTION, **THIS DOES NOT COVER TOURNAMENTS.**

IMPORTANT NOTES

- There is no allowance for partial volunteering or carrying over of points to the next season
- Volunteer hours are valid for the current season only (except in the case of our Casino which happens every 18-24 months, and could be any time through the year).
- Each family may only hold ONE position per team
- Only pre-approved volunteer roles count toward requirements (If unsure – contact the Club Volunteer Coordinator or Executive Director)
- All volunteer commitments must be completed by the end of the current season

REFUND POLICY

In the event a member family chose not to volunteer or knew they were unable to volunteer when they registered for the season (special circumstances) but then completed the volunteering commitment (or partial), then a refund (or partial refund) would occur to that family. The member family should contact the Executive Director who will confirm this with the Club Volunteer Coordinator, Team Manager or Team Volunteer Coordinator. Refunds take place after the season concludes (July – August)

QUESTIONS OR CONCERNS?

For questions regarding this Volunteer Policy, please contact:

Club Volunteer Coordinator or Executive Director

Email: vol-coord@hornetslacrosse.com or executivedirector@hornetslacrosse.com.

