

VORTEX COACH HONORARIUM POLICY



Responsibility: Board of Directors

Scope of Policy: Volunteer coaches

Adopted: April 2025

To be reviewed: Within two years of being adopted

1. Purpose:

Vortex Water Polo (the Club/VWP) is committed to providing its members with coaching that is grounded in education and experience. To retain valuable coaches, it's essential that the Club recognizes their contributions in a way that encourages their continued service. This contribution will be done through honorariums

2. Honoraria

The VWP Board of Directors shall set a specific budget for the total honoraria to be paid out each fiscal year. This may be reviewed and modified by the Board.

3. Honorarium Calculation

To incentivize continued learning and improvement, coaches with more training and experience should receive an increased honorarium.

Prior to each session, the Technical Director (TD), in collaboration with the Head Coaches (HCs) and individual volunteer coaches, will determine each coach's level of involvement. This includes the age group they will work with and the approximate weekly hours they will contribute.

VWP will calculate each individual honorarium based on the service and experience of the coach. The base rate for each coach shall increase 3% for each year of service to the club, and another 5% for each level of coach completed above Community Sport. There is an example in Appendix A.

Volunteer coaches will receive an honorarium of \$50.00 per day for each out-of-town tournament they attend. This is in addition to their per diem and will be included in their final honorarium.

At the end of each session, the TD, after consulting with the HCs and each coach, will provide a written report to the Treasurer. This report will detail each coach's years of

experience, coaching level, and approximate weekly coaching hours. The report will then recommend the honoraria for each coach in line with the budget set by the Board. The Treasurer will review the report and submit it to the VWP Board of Directors for approval before honorariums are distributed.

Other club coaches may receive a separate honorarium for specialized work outside of their regular coaching duties, based on their individual skill sets. Examples include sports psychology, nutrition counseling, and training plan development.

Levels of Coaching

- **Coach in Training:** This is a volunteer position. Coaches in training will assist the coaching staff with day-to-day coaching activities. They will have the opportunity to learn about coaching while providing essential support to the team. Coaches in training may request a letter verifying their volunteer hours for school credit.
- **Community Sport Coach:** Requires completion of four coaching courses as outlined by Water Polo Canada (WPC), the Manitoba Water Polo Association (MWPA), and VWP, and a mentoring plan developed by the TD and facilitated by a senior coach. These coaches are considered part of the coaching staff and are expected to attend staff meetings and fulfill all requirements set by WPC, MWPA, and VWP.
- **Competition Introduction Coach:** Requires an additional five coaching courses as outlined by WPC, MWPA, and VWP. The mentoring plan developed by the TD and facilitated by a senior coach will continue. These coaches are considered part of the coaching staff and are expected to attend staff meetings and fulfill all requirements set by WPC, MWPA, and VWP.
- **Competition Development Coach:** Requires an additional eleven courses as outlined by WPC, MWPA, and VWP. The mentoring plan developed by the TD and facilitated by a senior coach will continue. These coaches are considered part of the coaching staff and are expected to attend staff meetings and fulfill all requirements set by WPC, MWPA, and VWP.

Appendix A – Example of Calculations

Coach	Hours Worked	Rate Multiplier	Total Compensation Score (Hours X Rate)	Final Honorarium (\$10,000) (TCS / Sum all TCS X Total Honorarium amount)
Coach A	120	1.6	192	3268.4
Coach B	50	1	50	851.1
Coach C	35	1.05	36.75	625.6
Coach D	60	1	60	1021.4
Coach E	18	1	18	306.4
Coach F	50	1.23	61.5	1046.9
Coach G	55	1	55	936.2
Coach H	30	1.1	33	561.7
Coach I	40	1.08	43.2	735.4
Coach J	38	1	38	646.9