



RAIDERS HOCKEY CLUB VOLUNTEER POLICY

Raiders Hockey Club is a not-for-profit, volunteer-led organization. Without volunteers, our programs simply cannot run. Each member is required to volunteer in a RAIDERS HOCKEY CLUB approved volunteer role each season. There are many opportunities to volunteer throughout the season at both the association and team level which are listed in more detail below.

VOLUNTEER HOURS

There are two options for families to fulfill the RAIDERS HOCKEY CLUB volunteer commitment. Should a family have multiple players registered within the Club, the volunteer hours are accumulated by **family** not **player**.

Option 1

- Pay \$500 at registration time to opt out of volunteering

Option 2

- Complete 20 Volunteer Hours
 - 10 Association Hours
 - 10 Team Hours

VOLUNTEER BOND

The amount of the Volunteer Bond is \$500. RAIDERS HOCKEY CLUB will invoice member accounts for the value of the Volunteer Bond should the member fail to meet and report their Volunteer Hour obligation by March 30th of the current season.

As per RAIDERS HOCKEY CLUB By-Laws, members with outstanding fees are considered ineligible to participate in RAIDERS HOCKEY CLUB activities. As such, the Volunteer Bond invoice amount must be paid prior to participation in any further hockey activities, such as future registrations with RAIDERS HOCKEY CLUB.

VOLUNTEER BOND BUYOUT

Members who are unable to Volunteer during the season, may choose to pay the full amount of the Volunteer Bond at registration. Any member that pays the buyout amount at registration will not be required to perform any volunteer duties for the season. It will be the responsibility of the family to notify the Head Coach and Manager of your designated team that you have opted out of Volunteering with both the Association and Team for the season. Volunteer Bond buyouts are final and may not be refunded.

VOLUNTEER BOND EXEMPTION

If you are unable to complete your volunteer hour commitments due to unforeseen hardship and would like further consideration, please submit a request for consideration in writing to the Director of Volunteers for review, director-volunteers@raidershcc.ca Please ensure you include background on why you are unable to meet these requirements, including why this was unforeseen for the majority of the season.





COLLECTED VOLUNTEER BONDS

All collected Volunteer Bond funds are non-refundable. Collected Volunteer Bonds go to the RAIDERS HOCKEY CLUB general funds. Should a team require a portion of the Volunteer Bond to cover a volunteer expense, a request may be made to the RAIDERS HOCKEY CLUB VP Off-Ice, vpoff-ice@raidershc.ca. Included in this request must be details on the need of any such request, as well as the amount requested. All requests require Board of Director review and approval before any funds are released.

VOLUNTEER HOURS

20 Volunteer Hours - which can be a broken down as:

- 10 hours - Association Level volunteer opportunities
- 10 hours - Team Level volunteer opportunities

Please note, if, at the end of the season, a family has not completed the 20 volunteer total hour requirement, the following charges will be invoiced:

- If only the Association Volunteer hours are complete by the end of the season, you will be required to pay \$250.00
- If only the Team Volunteer hours are complete by the end of the season, you will be required to pay \$250.00
- If NO hours have been completed by the end of the season, you will be required to pay \$500.00

The Director of Volunteers will review all accumulated volunteer hours at the end of the season with the Team Manager and Head Coaches.

Once hours are reconciled, emails will be sent to those families who have not completed their volunteer requirements to notify them of the amount they will be invoiced.

RAIDERS HOCKEY CLUB APPROVED ASSOCIATION LEVEL VOLUNTEER ROLES

Volunteer hours may be accumulated through many approved volunteer positions throughout the season. Volunteer hours are valid for the current season only and may not be rolled over into future seasons. All volunteer hours must be completed and confirmed to RAIDERS HOCKEY CLUB by March 30th of the current season.

Below is a list of positions that are approved volunteer positions eligible to be assessed toward the \$500 volunteer bond for the 2022-23 season.

- **Division Coordinators** (qualifies for both Association & Team Level requirements)
 - This is a season long position, and requires you to work with the board on Evaluations, Team Registration, Ice Distribution, and be the liaison for the parents for the Division





- **Tournament Committee Members** (qualifies for both Association & Team Level Requirements)
 - Any Raiders Hockey Club sponsored tournament at any age division
 - Tournament Committee Member as per assigned by Director of Volunteers
- **Association Events** (hours are accumulated per hour through Volunteer Database)
 - Welcome BBQ
 - Ice Breaker Parent Party
 - Casino
 - Photo Day
 - Evaluation Helpers (off & on ice support)
 - Events as per assigned by Director of Volunteers

RAIDERS HOCKEY CLUB APPROVED TEAM LEVEL VOLUNTEER HOURS

While these positions are team specific, their function is a direct representation of RAIDERS HOCKEY CLUB and as such, are the only team positions that have been approved. A division specific Team Volunteer Role document will be sent to Managers at the beginning of the season to allocate families to the following roles (please note - each Division may have different roles or amount of approved roles. These specific details will be listed on the Team Volunteer Role document)

- **Coaches** – amount dependent upon specific Division requirements
 - This position will cover BOTH volunteer hour requirements
- **Manager** – maximum 1 position per team
 - This position will cover BOTH volunteer hour requirements
- **Treasurer** – maximum 1 position per team
 - This position will cover the Team Volunteer hour requirements
- **Jersey Parent** – maximum 2 positions per team
 - This position will cover the Team Volunteer hour requirements
- **Tournament Coordinator** – maximum 1 position per team
 - This position will cover the Team Volunteer hour requirements
- **Fundraising Coordinator** - maximum 1 position per team
 - This position will cover the Team Volunteer hour requirements
- **Scorekeepers/Timekeepers/Penalty Box** – maximum 6 positions per team
 - 1 hour logged per game
 - This position will cover the Team Volunteer hour requirements once 10 hours have been accumulated

Any roles not listed above are NOT approved for use. Should the team consider an unlisted role to be essential to their team's success, the Team Manager may make a special request to the Director of Volunteers for the role to be considered and/or approved for that team's use. Please note - this also applies to designating more than one person to a role that has been designated as "1 position per team."

When designating team roles, each family may only hold ONE position on a team. For instance, if one family member is a Coach, a different family member may not also take on the role of Manager, Treasurer or Tournament Coordinator. Multi-family requests will not be considered or approved by the RAIDERS HOCKEY CLUB Board.

