

VOLUNTEER PARTICIPATION REQUIREMENTS

GENERAL

The Kirkland Lake Aquatic Club is a member run, not for profit organization that relies on the participation of its membership to run the club activities successfully. Families with at least one swimmer in the High Performance, Age or Regional Development Group are required to meet the volunteer participation requirements for each group (see below).

POINT SYSTEM

A point system is used to track family participation activities for each family. Different activities have been assigned different point values (see *SUMMARY OF POINT LEVELS AND POINT VALUES*). Each family must accumulate different point values as outlined for the individual swimmer group. Families with multiple swimmers will accumulate points based on the highest level registered swimmer as well as one additional point for each additional swimmer.

POINT REQUIREMENTS

The point requirements outlined below can be accumulated easily if members are actively involved in the clubs fundraising activities. The point values assigned encourage families to become further involved in the club as their swimmer moves through the program. Accumulation of up to ½ of the required points is encouraged per session. The first cheque will be returned by February 1, 2021 if the swim family has accumulated a minimum of ½ of the point requirements and the second cheque returned by June 1, 2021 if all point requirements are met as outlined. Each family should commit to volunteering for at least two sessions during the KLAC invitational meet, 1 session at KLAC NEOR or KLAC Top fish meets (if your swimmer is entered). Your volunteer deposit will be returned at the end of the season if the following requirements are met:

- **DEVELOPMENT ELITE GROUP** 19 points, which include 4 level two and 4 level one (mandatory) as well as 7 additional points of family's choice
- **JUNIOR DEVELOPMENT GROUP** 15 points, which include 3 level two and 3 level one (mandatory) as well as 6 additional points of family's choice.
- **JUNIOR/HOUSE LEAGUE GROUP** 12 points, which include 3 level two and 3 level one (mandatory) as well as 3 additional points of family's choice.

******Families will not be eligible for club support or subsidies for team meets, provincial or national swim meets if point requirements are not met or the swimmer does not participate in the annual swim-a-thon. Swimmers must be active members of the KLAC at the time of support.***

VOLUNTEER DEPOSIT

Two post-dated cheques dated February 1, 2021 and June 1, 2021 will be required at the start of the season as follows:

- **DEVELOPMENT ELITE GROUP** 2 x \$350.00
- **JUNIOR DEVELOPMENT GROUP** 2 x \$250.00
- **JUNIOR/HOUSE LEAGUE GROUP** 2 x \$150.00

For further information regarding volunteer deposit, contact **Carlyn McNamara** at KLACpayments@gmail.com

SUMMARY OF PARTICIPATION LEVELS AND POINT VALUES

LEVEL	ACTIVITY/ASSIGNMENT	REQUIREMENTS	POINT VALUE
FOUR	Bingo	Working a KLAC bingo sessions during KLAC season	4
THREE	Executive/Committee Member	Duties as outlined in constitution Attendance at 70% of board meetings	3
	Home/Away Meet Official	Level III, IV, or V (per session)	3
	Official Clinics	Teaching clinic	3
	Running a fundraiser (bake sale, both evening dances, shop & stop, Steak BBQ, sausage grind, carwash, bottle drive, KLAC merchandise sales & purchases, etc.) *shop + stop, steak BBQ, sausage grind may be co-chaired by two members*	Chair event including: - Organize volunteers - Organize fundraiser (preparation, set up and take down) - Provide feedback on success of event to the Board	3
	Volunteer Coach/Assistant	Parent/Guardian volunteering minimum of 4 accumulative hrs Must have both valid NLS certification & Swimming 101 certification (provide NCCP#)	3
	FundScrip	Raising \$100 for KLAC through FundScrip purchases	3
	Swim a Thon	Collect over \$750 in swim a thon donations	3
TWO	Chaperone at Team Event	Supervision of assigned swimmers at team event (transportation, meals and accommodation provided) ** must complete criminal reference check**	2
	Silent Auction Items	Distribute letter and collect a minimum of 3 donations from local businesses (letter provided)	2
	Webmaster	Update Webpage for season	2
	Shift at Fundraiser	More than 4 hours	2
	Home/Away Meet Official	Level II (per session)	2
	Volunteer Coach/Assistant	Parent/Guardian volunteering minimum of 4 accumulative hrs Must have valid NLS certification	2
	Team Event Food Planning & Purchasing	Purchase snacks and drinks for Team Meet (a list of required items will be provided) Arrange meals for meet	2
	Selling Fundraiser Tickets/Products	Sell over \$75 value / fundraiser	2
	Mandatory fundraising	Sell two tickets for the elimination draw	2
	Swim a Thon	Collect \$301 - \$749 in swim a thon donations	2
ONE	Food Donations	Bake sale, swim meet, KLAC social or team event	1
	Officials Clinic	Attendance in person or proof of online completion	1
	Swim A Thon	Lane Counter	1
	Home/Away Meet Official	Level I (per session)	1
	Volunteer Coach/Assistant	Parent/Guardian volunteering minimum of 4 accumulative hrs Must have valid Swimming 101 certification (provide NCCP#)	1
	Timer	Time Trial	1
	Selling Fundraiser Tickets/Products	Sell \$25 - \$74 value / fundraiser	1
	Shift at Fundraiser	2-4 hours minimum	1
	Swim a Thon	Collect \$300 in swim a thon donations	1
ALL OTHER JOBS	As previously approved by Board	To be evaluated for point assignment	1+