

## **AHA VOLUNTEER POLICY**

The purpose of this policy is to clarify the expectations and requirements of the members of the Aberdeen Hockey Association. The AHA relies upon volunteers from its membership to manage the facility and events that are held within the facility as well as events that are held outside the facility, such as fundraisers.

Volunteer hours allow AHA to keep the cost to play hockey at the minimal levels.

**SEASON:** 2011-2012

### **VOLUNTEER HOURS COMMITMENTS:**

- a. **State League Players:** Each player at the state league levels are required to sign up for and work 25 in season hours and 10 out of season hours.
- b. **Development Level Players:** Each player at the development level is required to sign up for and work 10 in season hours and 5 out of season hours.
  - i. The out of season requirement is waived for first year players, but families are encouraged to participate where possible.
- c. **Position Credit:** There are positions that entitle you to a 10hr credit. These are board of director positions, coordinators, webmaster, scheduler, registrar, and rink committee members. The head of each of these committees will provide the President information regarding their committee and who shall receive credit for their services.
- d. **Family Max:** There will be a family maximum in place for the hour requirements. The family max will be the 2 oldest members of the family participating in hockey for the current season.
- e. **In Season Hours Clarification :** Any hours that are signed up for while the ice is in the facility, such as working at concessions stands, wings games, penalty box, announcers, etc...
- f. **Out of Season Hours Clarification:** Any hours that are signed up for while the ice is not in the facility, such as putting in the ice rink, taking out the ice rink, golf tournament, fight nights, concerts, etc...
  - i. Any hours completed after the ice has been removed will count towards the next season.
- g. **Signing up for Volunteer Hours:**
  - i. All shifts available for volunteer hours will be available via [www.aberdeenhockey.com](http://www.aberdeenhockey.com) under the DIBS section. This will be the sole location for signing up for volunteer time.
  - ii. AHA, at its sole discretion, reserves the right to schedule members for their volunteer hours.
- h. **Reporting of Hours:** All hours must be reported to the volunteer hour's coordinator for your division and/or through the DIBS program through the website.
- i. **Deposit Checks:** Each family is required to provide AHA with a deposit check for the number of hours times 10. For example, a state league player is required 35 total hours, so their deposit check would be for \$350.
  - i. Deposit checks are held throughout the season.
  - ii. Deposit checks will be returned if requirements have been met
  - iii. Deposit checks will be cashed if requirements have not been met
  - iv. Deposit refunds will be issued if partial requirements have been met
- j. **Not showing for shift:** If you have signed up for or have been assigned a shift and you fail to work that shift, a \$15/hr penalty will be assessed/withheld from your volunteer deposit check.
- k. **Buy Out Option:**
  - i. Option available for families that are not able to or refuse to work their required volunteer hours. Please provide payment to AHA for volunteer buy-out for the amounts below.
    1. Development Level: \$250/player
    2. State League Level: \$350/player