

MSC Family Commitment Program

- **Goals of the Program:**
 - Keep the membership fees as low as possible
 - Share the work fairly among the membership
 - Ensure that our club runs efficiently
 - Reward those that volunteer beyond their commitment

How it all works...

There are two integral components of the program:

1. Canskate Table Hours

- Staff the Canskate table, hand out colour tags to skaters, answer questions and hand out report cards

2. Flex Hours

- Examples include assisting with Test Day, Dress Sale, Holiday Gala, AGM/Banquet, Picture Day, etc.

Program Details:

- Roles are allocated on a first come first serve basis.
- The amount of time asked of families is related the level of involvement of the skater in the club, and the hour requirement is based on the highest level skater in the family.
- Your commitment is based on the session that your skater is enrolled in as of Sept 2018 (see attached chart for details)
- As part of the skater's registration, two cheques are required for the Family Commitment Program. These cheques are held and not cashed. If you miss a Canskate table shift you will be emailed an invoice for \$50. If that invoice is not paid, then the Family Commitment Cheque will be cashed in either December or June. (see Unfulfilled Commitment section below)
- The Club recognizes that not everyone can or wants to volunteer, so a 'Buy Out' option has been provided. We do highly encourage you to volunteer where you can as the club cannot continue to grow and run its programs without member support. Special events may be cancelled if there is not enough volunteers to run them well.
- With the Buy Out option, families with multiple skaters must pay the Buy Out amount for each skater, based on the session they skate on.
- To maintain your status as a 'member in good standing', all commitments must be met or payments must be up to date. Non participation in any form, and refusal to honor the buyout, will result in your skater not being allowed to take part in any of the events run by the volunteers such as picture day, holiday gala, etc.
- Skaters 16 years of age and older may fulfill select volunteer commitments; excluding CanSkate Table duty.



Incentive for additional volunteering

- When you volunteer for more hours than your required commitment, or fill in on a missed shift, your name will be entered into a draw. You have a chance to win, at a minimum, one of two monetary prizes towards your skating fees for the following season, min \$100 value.

Unfulfilled Commitment

- Families that **do not** fulfill their time commitment will be billed \$50 for every 2hr shift that is missed. This is to ensure that the program is fair to those that do fulfill their commitment.
- If all shift commitments are met, the cheques are returned or destroyed (if not picked up within 7 days of notification). If commitments are not met, then a cheque is cashed and \$50 for each missed shift is kept by the club, with the balance being refunded to the parent. Missed shifts cannot be “made up” after the fact. Members may switch shifts with other members in advance of the shift if a member is unable to meet the commitment. The Club will provide a volunteer contact list to help with finding a replacement.
- There will be a ‘sign in’ sheet at the CanSkate Table as well as the other club events.

Leaving the Club mid season:

- If the skater leaves the club for any reason before the completion of the season, the following will apply:
 - 1) If having opted to participate in the volunteer program, we ask you please complete any shifts within the month of departure, as it’s very difficult to find replacements. Any outstanding deposit cheques will be returned, or destroyed unless a shift has already been missed, in which case, the cheque will be cashed for the missed shift, and any remaining money rebated.
 - 2) If having participated in the buyout, if you leave prior to October 31, all buy out money will be reimbursed. If leaving between November 1st and January 31st, half of the buyout amount will be returned. If leaving between Feb 1st and June 30th, 2019, no buy out money will be returned.

How to sign up...

- When registering your skater, you will also select your CanSkate Table preferred times online, as well as your Flex Hour preferred volunteer roles. Everything will be done online, the same way PA hours are selected. You will “enroll” your skater into the Flex Hour roles and Canskate Table options. This way we will be sure to contact the correct families should a shift be missed.
- Please only select **1 ONE** Canskate Table preference & the correct number of roles to meet your Flex hour commitment.
- If a preferred time or volunteer role is full, you will not be able to make that selection and will have to select something else.
- At the beginning of the season, the Volunteer Coordinator will contact you with information on your volunteer role, relevant schedules, and answer any questions you might have.



- Deposit cheques should be dropped off in the Club Office, before the start of programs. Two cheques dated Dec 1st 2018 and June 1st 2019 are required at the time of your registration. Each cheque should be for half the 'Yearly Buy Out Amount' for your skaters session (listed on the attached chart).
- The Canskate Table shifts will be assigned by the Canskate Coordinator, schedules will be emailed to parents, as well as posted online and on the bulletin board in the Club Office. CanSkate shifts MUST be filled before any other volunteer hours can be allocated, as the smooth running of that program is integral to the success of the club.
- Please see the attached tables of Canskate Table shifts and Volunteer Roles that are available, and their estimated time requirement.
- **Buy Out Option:**
 - If you choose at the beginning of the year NOT to participate the Family Commitment Program, there is a Buy Out option, please ensure you have the correct program selected.
 - You will see the Buy Out option in the list of volunteer selections, similar to the PA Buy Out option. If you select this option, the buyout will be calculated and added to your account for payment. Please be sure to select the correct Buy out option.
 - **Family Commitment Buy Out – 2 Nights \$300.00**
 - **Family Commitment Buy Out – 3 Nights \$350.00**
 - **Family Commitment Buy Out – 4 Nights \$400.00**
 - **Family Commitment Buy Out – 5 Nights \$500.00**

○ **NOTE:**

- Your Skater's registration is not complete without the cheques.
- In case of illness or injury, it is your responsibility to find another parent to take your shift.

Family Commitment Hours Chart

Your commitment is based on the number of days per week your skater skates at the time of registration. Other than Pre-Star exception noted below, moving up or down a skating level in the middle of the season does not change your required hours.

	Canskate Hours	Flex Hours	Total Hour Commitment	Yearly Buy Out Amount
2 nights skating per week	8 hrs (4 shifts)	6 hrs	14	\$ 300
3 nights skating per week	8 hrs (4 shifts)	8 hrs	16	\$ 350
4 nights skating per week	8 hrs (4 shifts)	10 hrs	18	\$ 400
5 nights skating per week	6 hrs (3 shifts)	14 hrs	20	\$ 500



NOTES:

Pre-STAR: While your skater is on the Pre-STAR session, you will not be asked to participate in the Family Commitment Program. If your skater moves to the STAR 1 session before Dec 15/18, you will be put on the schedule for CanSkate Table Duty (1-3 shifts as needed).

FAMILY COMMITMENT VOLUNTEER ROLES FOR FLEX HOURS

Please use your skaters name to register for your flex hours online. Ensure that you have selected the correct number of shifts to meet your volunteer requirements.

Volunteer Role	Description	Commitment Hours	Number of roles available
Board Member	Monthly meetings, committee members, events	30+	5 (8 already filled)
Canskate Duty-QUICKSTART/FALL - felt tag prep	Cut tags for Canskate skaters - can be done at home	2	2
Canskate Duty-WINTER/SPRING - felt tag prep	Cut tags for Canskate skaters - can be done at home	2	2
Skateapolozza Registration	Sit at registration desk to help sign skaters in.	4	6
Skateapolozza Food Donation	Food donation for Skate-A-Polooza event. Commitment Hours - 2 @ \$25 worth of food donated.	2	6
Skateapolozza Security	Schedules for the security shifts will be made closer to the date. You will not be expected to be security for the entire day. Ensure that only paid spectators gain entry into designated areas, ensure that skaters and coaches only in designated areas.	4	6
Skateapolozza Hospitality	Schedules for the Hospitality shifts will be made closer to the date. Volunteer in the Banquet room providing food and beverages to the officials, coaches, and volunteers.	4	5
Dress Sale Volunteer-SPRING	Includes set up, shift and take down.	6	5
Dress Sale Volunteer-FALL	Includes set up, shift and take down.	6	7
Dress Sale Coordinator	Book rooms for the event, ensure there are printed envelopes, pins and hangers.	14	1

	Work with volunteers to ensure smooth running of events.		
Picture Day	Assist photographer to ensure event runs smoothly and on time	6	6
Santa Claus Parade Organizer	Attend town meeting to gather information, organize skaters & parents, giveaways and banners.	6	1
Santa Claus Parade Parent Walker	Supervise skaters during the parade	6	6
Test Day Volunteer	. Helps with ice captain during the test day.	4	4
Test Day Volunteer - Music	Plays the skaters music during the test day.	4	4
Test Day Food Donation	Pay \$60 towards Food for Test Days in gift cards from the Superstore ONLY. We provide food for the volunteers judges and coaches	4	10
Gala Registration	Help skaters sign in	4	2
Gala Security	Schedules for the security shifts will be made closer to the date. You will not be expected to be security for the entire day. Ensure that only paid spectators gain entry into designated areas, ensure that skaters and coaches only in designated areas.	4	4
Gala Fundraising	Help raise funds for Gala	4	3-5
Gala Set Up/Take Down	Help with the set up and take down of the Gala	6	5-7
Gala Hospitality	Help in the Hospitality Room – this includes set up and take down	6	6-8

CANSKATE TABLE SHIFTS

Sun.	Mon.	Tues.	Thurs.	Friday	Sat.
10:00-11:20	4:45-6:20	4:45-6:10	4:45-6:00	5:45-6:30	8:45-10:25
11:20-12:30		6:10-7:20	6:00-7:20		10:25-12:20

NOTES:

This year you will only register for **one** time slot, use your skater’s name to register. Once the registrations are completed the Canskate Coordinator will use those lists to create the schedule for the year and contact lists that will be sent out to parents. Choices will not be accepted in the office for Canskate Table shifts or Flex Hours choice.