



Program Assistant Policy

The Learn to Skate Programs are a vital part of the Milton Skating Club, providing the foundation for our Figure Skating Programs. A large portion of the revenue generated from these programs goes directly to covering the ice costs of Figure Skating. Without it, ice fees would be considerably higher and the amount of skating time available for Figure Skating would be limited. In order to ensure the success of our Learn to Skate Programs, the Milton Skating Club has adopted the following Program Assistant Policy. Members and parents are required to review, discuss, and accept this Policy and indicate that they have read and understand their responsibilities by accepting the agreement before participating in club activities.

Program Assistant Policy

All Home and Non Home Club members, 11 years of age or older as of December 31 of the current skating season are required to become a Program Assistant for Pre-Canskate and Canskate programs.

Program Assistants must be at the Star 2 level or higher.

All Program Assistants are required to attend a mandatory training clinic at the beginning of the skating season.

Program selection requirements for Program Assistants will be set by the Club Board of Directors and will be included with the yearly registration package.

The Club will provide each new Program Assistant with one fleece jacket. All Program Assistants must wear this jacket when helping with a Pre-Canskate or Canskate program. Should a Program Assistant lose their jacket, it must be replaced at the skater's own expense. Spare Program Assistant jackets are there for occasional use if forgotten, but are not to be used on a regular basis.

Program Assistants must complete a one-time requirement of 20 volunteer sessions; after which they will receive a bursary for time spent program assisting.

Program Assistants will earn \$5.00 Per PreCanskate session and will earn \$6.00 Per Canskate session. Bursaries are awarded at the end of the skating season and may only be used for club merchandise or club fees such as test and registration fees. The bursary cannot be exchanged for cash value at any time as per Skate Canada rules and expires one year after the issue date.

Program Assistants are eligible to receive community hours to be credited to their Ontario high school volunteer requirement. A letter will be provided indicating the number of hours that the Program Assistant has accumulated throughout the current skating season.

Members may choose to pay a subsidy fee of \$500.00(2 days of PAing) and \$300 **(1 day of PAing – this is only for Grade 12 students and Competitive skaters)** if unable to fulfill the Program Assistant commitment. The Club Board of Directors will assess the subsidy fee on a yearly basis.

All Home and Non Home Club members eligible to become a Program Assistant after January 1 of the current skating season may choose to pay a subsidy fee of \$250.00 if unable to fulfill the Program Assistant commitment. The Club Board of Directors will assess the subsidy fee on a yearly basis.

Once a member makes a decision to become a Program Assistant for the season, that member may not decide at a later date to pay the subsidy fee.

All Program Assistants are expected to attend the sessions they are scheduled on. Should he/she be unable to attend, it is the responsibility of that Program Assistant to find a replacement. If a replacement is not found there will be a \$20.00 fee per session charged to the Program Assistant to offset the subsidy. If a replacement is found and does not attend, the replacement will be charged a \$20.00 fee per session. The Club Board of Directors will assess the fee on a yearly basis.