

OSC VOLUNTEER POLICY

Effective for the 2026–2027 season

Volunteers are essential to the operation of the Okotoks Skating Club. The combined efforts of all our members ensure the successful facilitation of our events and activities. Hundreds of hours go into running our club and each member and family is expected to volunteer their time.

StarSkate Volunteer Requirements

Each family with a skater registered in Pre-Junior or StarSkate will be required to pay a \$200 volunteer bond at the time of registration.

Volunteer requirements are based on the number of sessions registered per week and change each year depending on the planned events. The requirements for the 2026-2027 season are:

- **Families with a skater registered in 3 or more sessions per week are required to complete 20 volunteer credits.**
- **Families with a skater registered in fewer than 3 sessions per week are required to complete 10 volunteer credits**

Volunteer Credit System

In most cases, 1 credit is equivalent to approximately 1 hour of volunteer time. However, not all roles require the same level of effort, responsibility, or expertise. Credits will be weighted based on the difficulty and scope of the role, not solely on the time spent. This helps ensure that volunteers are recognized fairly for the work they contribute.

The number of credits assigned to each role will be communicated in advance, and the board will make every effort to confirm credits ahead of time so volunteers know exactly how many credits they can earn before accepting a position.

Mandatory Requirement

As part of the volunteer requirement, families must volunteer at the Year-End Ice Show on April 10, 2027 and either the Casino Fundraiser on November 19–20, 2026 or the Winter Classic on November 29, 2026. Participation in these events will be applied toward the completion of the family's required volunteer credits for the season.

Volunteer Bond and Credit Information

Volunteer credits must be completed by June 30 of the current skating year to receive a refund of the volunteer bond in the form of an account credit. Families who complete their required credits by the specified deadlines will receive a credit for their volunteer bond on April 15 or June 30 (for families who may need more time). A refund will be issued upon request.

Failure to meet the volunteer credit requirements will result in the forfeiture of the volunteer bond.

Families who join the club or switch into Pre-Junior or StarSkate after December 31st will have their volunteer requirements prorated for the remainder of the season. Please contact the Volunteer Coordinator for details if this applies to your family.

Volunteer Opportunities

Throughout the season, a variety of volunteer opportunities with varying time commitments will be available. Examples include, but are not limited to:

- Dress Sales & Apparel Sizing/Fitting - 1-2 times per season
- CanSkate - Welcome Table / Name Tag Handout
- Test Days - Ice Captain, Runner
- Competitions - Event planning, day of help
- Casino (hosted for 2 days every 3 years)
- Ice Show / Skater Showcase - Event planning, day of help
- AGM / Banquet - Event planning, day of help
- Board of Directors Role - role commitments vary.
- OSC Committee Chair or Role* - role commitments vary.

*Committee membership alone does not qualify a family for volunteer credits. Volunteer credits will be awarded only to members who actively participate and fulfill the responsibilities associated with their committee role. Failure to actively contribute may result in a reduction or forfeiture of volunteer credits, at the discretion of the Volunteer Coordinator and/or Board of Directors.

We are also committed to offering a wide range of opportunities to ensure all families can fulfill their credits while fostering a fun and inclusive community. All volunteering opportunities will be managed through an online sign-up system.

Volunteer Safety & Insurance

We are committed to providing volunteers with safe working conditions. All off-ice volunteers are covered by the General Liability insurance and the Skate Canada Injury Benefit at no charge; any on-ice volunteers must have a current Skate Canada membership.