



Team Event Commitment

Wilmot Aquatic ACES Swim Club
1291 Nafziger Rd., Unit 7
Baden, ON N3A 0C4

What is a TEC?

A TEC is a “Team Event Commitment”. Every family is required to assist in a minimum number of Aces events and/or Official duties in order to be a part of our competitive swim team family. It is your responsibility to track and earn the required number of TECs.

How many TECs will I be required to do?

The TEC scale is based on the group that your swimmer(s) swims with. Higher level swimmers benefit more from our events and so have a higher number of TECs. The total TECs are listed in Table 1 along with the suggested breakdown of events.

Total TECs by level of swimmer listed along with the minimum number of required TECs per event:

The Aces programs (Aces 1-4) is 2 session program. The sessions will be Fall and Winter and point requirements below are listed by Sessions. If a swimmer registers for 2 sessions at the start of season the TEC points can spread throughout the entire season.

Group	TOTAL TEC	Meets/Other	Dances
ACES 1	2	1	0
ACES 2	3	2	1
ACES 3	3	2	1
ACES 4	3	2	1

All other programs are run for the entire season. The below TEC points are listed as a season requirement.

Group	TOTAL TEC	Meets/Other	Dances
Pre-Junior	10	8	2
Junior	12	10	2
Intermediate	13	11	2
Pre-Senior	15	12	2
Senior	15	13	2



What are some of the events that the ACES offer that I can earn TECs for?

We host approximately 7 swim meets throughout the season. Each meet can have anywhere from 1 - 7 sessions. Each session lasts no more than 4.5 hours and requires approximately 50 volunteers, otherwise the meet cannot occur. The minimum age to work on deck is 14 years old. If two parents volunteer for one session, that is worth 2 TEC points.

The Aces plan to host 4 dances this season for youth grades 5 – 8. They are held at the New Hamburg Community Centre from ~6:45pm – 10:00pm on various dates. Chaperoning at one dance counts as one TEC per adult that works the full time.

The Aces host a Kids Triathlon open to all kids ages 3-14 in May/June. Assisting on the day of the event counts as one TEC.

What if I already have other commitments on certain days? How else can I earn TECs?

There are many other ways to earn TECs. There are many coordinator positions that allow our team to run smoothly. For example, you could organize the Swim-a-thon, be the Equipment Manager, or obtain Sponsorships for the team. If you like food, you could organize the welcome breakfast, the year end BBQ/banquet or Christmas party. You could work towards your Officials certification by taking a clinic and getting an on-deck evaluation. For a full list of TEC options, please see below.

What if I have multiple swimmers on the team? How many TECs do I have to fulfill?

In recognition that families with multiple swimmers cannot commit to unlimited hours.

Families with more than one child will be required to complete a reduced number of TEC points for each additional swimmers.

- 2 children – TEC points of the swimmer at the highest level plus half of next level. Maximum TEC point requirement of 20 points.
- 3 or more children – TEC point of the swimmer at the highest level plus half of all other levels. Maximum TEC point requirement of 25 points.

Total TEC values will be rounded up to the nearest whole number.

How were the number of TECs determined?

Every job on the team was assigned a TEC value. The total for the team is approximately 1100 TECs for this season. This number was distributed between all members on the team

What if I can't fulfill my TEC requirements? What happens?



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By February 4th 2019 (approximately), the team will have run two dances, a Fall Invitational Meet with 7 swim sessions, Aqua 7s, Officials training, and have Coordinator positions that need to be filled. There are many opportunities to fulfill your commitment by this date. If you do not make 50%-1 (rounded down to nearest whole number) of your total TECs, you will be assessed a fee of **\$75 per TEC point**. These must be paid within 30 days of the assessment, otherwise your swimmer will not be allowed to attend practices as per the Member Handbook. All of the remaining TECs must be fulfilled by June 23rd, 2019. If there are TECs outstanding at this time, there will be a fee of \$75 per TEC to be paid within 2 weeks of the assessed date. Registration for the following season **will be denied** if the outstanding TECs are not paid in full

Why is there a fee associated with TECs?

Our hope is that every family will contribute their fair share to the workload of the team. The team cannot exist without the additional funds brought in by our fundraising activities or the organizational work done for a team of ~140 swimmers. The fee associated with TECs could be used to hire someone to take your place and replaces the volunteering activity that you were not able to participate in.

It sounds like a lot of commitment to the team. Why is this expected of me?

Our swim meets cannot happen unless parents work as officials. Without you, there is no team. If you are on deck as an official, it is likely that your swimmer is racing in the pool. This means that you would already be at the pool so it is not an additional time commitment. The other activities contribute to the operations of the club both financially and functionally. We do not ask you sell food or other items for fundraising. Instead, by helping the team with our functions, you increase our exposure in the community and contribute to keeping the registration costs down.

We also know that last minute problems arise, so if you cannot attend an event but have signed up, please remove your name as soon as possible to give someone else a chance to volunteer. Ideally, please contact the person in charge of the event (officials@aceswim.ca for eg. for a meet) to let them know. Just signing up, however, does not count for any TEC points.

What if I help out other teams at their swim meets? Will that count as a TEC?

If you are working on achieving your Officials levels, then that is a necessary component and is counted towards the Officials TECs. However, in order to encourage families to move up the Officials Ladder, away meets will be awarded at 1 TECs per person to a family. The away team **MUST** have requested officials, you must actually work at the meet (not just show up and then not be needed) **AND** you **must provide evidence** that you worked at the away meet.



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For regional swim meets and above, where each team is expected to provide officials to help, you will be awarded same as above.

What if I do more than the minimum number of TECs?

Then you are AWESOME and we greatly appreciate all of your help for our team!

Can anyone work towards my points?

Yes. Extended family members and friends that you bring to volunteer at our meets (ages 14 and over) or other events will count for TEC points. BUT Please ensure they are signed up under your family name. This is the same for sharing points between families in the club. (We will **NOT** accept donations of TEC points between families after the event has occurred)

What if I have more questions? Who do I contact?

You can contact the TEC coordinator, Jodi Meharg, at tec@accesswim.ca

TEC Points Awarded for Each Required Role on the Team*

*The TEC points may be adjusted based on the season.

	ROLE	TEC	Total	Brief summary of role
Board of Directors	President	all	all	Books pool, coaches contracts, etc
	Vice-President	all	all	Assists president and spearheads registration
	Treasurer	all	all	Reports to Executive, etc.
	Secretary	all	all	Takes and prepares minutes
	Director	10	40	Attends monthly meetings, provides input and votes on matters that affect the club
Coordinators	Dance	9	9	Attends all 4 dances + prep/organize
	Dance Assistant	6	6	Assist with prep/volunteers + Attends dances
	Team Unify	4	4	Website updates
	Aqua 7 Potluck	4	4	2 meets + prep/supplies



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	Sponsorship	5	5	Obtain sponsors for meets and team
	Swim-a-thon	5	5	Set up account, obtain prizes, create flyers
	Equipment	6	6	Orders team shirts, etc. and runs equipment night (includes attending equipment night and handing out team shirts)
	Equipment assistant (Swag)	4	4	Assists the equipment manager
	TEC	7	7	Track families commitment over the season
	Officials Chair	6	6	Runs clinics, organizes officials
	Social	6	6	Christmas party/BBQ/Year end banquet-books venue, orders food, etc
	Hospitality - meets	15	15	Organizes all food for officials for all three invitational meets
	Invitational Meets	3	3	Book team hotels and organize food
	Newsletter	3	3	updates and sends out newsletter monthly
	Grant Research and Applications	1-4	8	Points depends upon work completed.
	50/50 Draw at Meets	3	3	Keep track of sales, tickets, and sell at meets
Dance	Adult Chaperone	1	80	Minimum 20 adult chaperones x 4 dances/season
	Pick up supplies in advance and drop off to dance	1	4	Maximum sign up of 2 per family
Aqua 7 meets	On-Deck Timers	1	48	16 on-deck x 2 meets/season
	Other	1	30	Starter, marshall, strokes & turns etc
	Equipment set up and clean up	1	2	set up and tear down blocks and touch pads etc (before first session and at the end of the last session) DO NOT need to be at the pool for the entire meet
	Finals – 2 sessions	1	40	



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Fall Invitational	Meet manager	12	12	
	Manager assistant	5	5	
	Equipment set up and clean up	1	2	set up and tear down blocks and touch pads etc (before first session and at the end of the last session) DO NOT need to be at the pool for the entire meet
	On-Deck Timers	1	112	16 on-deck x 7 sessions
	Other (Strokes & Turns, starter, etc)	1	140	20 x 7 sessions
ACES Challenge Cup	Meet Manager	7	7	
	Manager Assistant	4	4	
	Equipment set up and clean up	1	2	set up and tear down blocks and touch pads etc (before first session and at the end of the last session) DO NOT need to be at the pool for the entire meet
	On-Deck Timers	1	48	16 x 3 sessions
	Other (Strokes & Turns, starter, etc)	1	60	20 x 3 sessions
June Meet	Meet Manager	7	7	
	Manager assistant	4	4	
	Equipment set up and clean up	1	2	set up and tear down blocks and touch pads etc (before first session and at the end of the last session) DO NOT need to be at the pool for the entire meet
	On-Deck Timers	1	64	16 on-deck x 4 session
	Other (Strokes & Turns, starter, etc)	1	80	20 x4 sessions
Food Donations	Meals for officials and volunteers at meets, Christmas party etc		~50	No reimbursement for food; Variable points depending upon donation amount
Office Cleaner		4	4	Ongoing monthly cleaning of ACES office (~10 hours for season)



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Officials (awarded for highest level actually achieved in current season, not ongoing)	Achieve level 1	1		Signed off
	Achieve level 2	2		Signed off
	Achieve level 3	3		Signed Off
	Take in class clinic	1		Not Online and signed off
BONUS	Work any on-deck position that is not timekeeping and earn 1 bonus TEC after 3 sessions.			To encourage families to work towards achieving officials certification.
Parent Liaison		4	8	Address family concerns in a confidential manner
AGM and general meeting attendance		0.5		Maximum 2 TECs total per family; family members/ meeting maximum 0.5
Parent Chaperone		2-4		Supervise swimmers on overnight meets; variable on length of meet.
Equipment night	works equipment night	1	4	Attends and assists equipment manager with equipment night
Handing out team shirts		1	1	assists equipment manager and out team shirts
Block set up		0.5	20	installs and removes blocks at Wilmot for Saturday morning practices
Referral TEC		1		Each family you refer that signs on and stays as part of the team earns you 1 TEC (maximum 4)