

2020 PARENT VOLUNTEER COMMITMENT REQUIREMENT

It takes every parent's help to run a successful swim season and your commitment is critical to making this swim season amazing. In order to maintain efficiently run swim meets, fun social activities, and successful fundraising events, ALL parents are required to commit to several hours each season. This benefits each and every swimmer on our team! When you sign up for the Barracuda swim team, you are also signing up to complete these parent responsibilities. There are many different roles and ways to fulfill this commitment. Please review the following for details about shifts, how and when to sign up, and options for parents that want to take on a more specific role.

Descriptions of all volunteer positions can be found on pages 24-28 of this Handbook.

Parents can meet their commitment requirement for the regular season in one of the following ways:

1. Sign up for and complete 6-7 work shifts during the regular season and 2-3 additional shifts at our Championship Meet. This commitment must be met regardless of number of meets attended and regardless of swimmer's age. Volunteer roles available at most meets are listed below. You can find descriptions of each role in the Handbook.
 - Announcer
 - Relay Organizer
 - Check-In
 - Floater
 - Ready Bench
 - Starter*
 - Computer Operations*
 - Stroke & Turn Judge*
 - Ribbons
 - Runner
 - Set-Up and Take-Down
 - Timer

*These roles that require training (anyone is welcome to be trained)
2. Becoming a Family or Platinum Sponsor. Please contact the Fundraising Chair for more information. There are limited numbers of sponsorships available each year.
3. By volunteering in a meet coordinator role or for a specific committee for the entire season. Please note that some of these commitments run through Champs, while others do not. See specifics for each position. Available roles are listed below and longer descriptions of these roles can be found at the end of this document.

Coordinators

- Ribbons Lead
- Stroke & Turn
- Head Timer
- Check-In Lead
- Set-Up and Take-Down Lead
- Relay Lead

Committees/Season-Long Commitments:

- Social/Spirit
- Assistant to board member (outlined in #5 below)

4. By serving on the board of directors for the entire year. Positions are as follows:
 - President
 - Vice President
 - Secretary
 - Treasurer
 - Registrar
 - Championships Representative
 - Communications Chair
 - Spirit Chair
 - Fundraising Chair
 - Social Chair
 - Volunteer Coordinator
 - League Representative
 - Past President
 - Member-at-Large

5. By serving as an assistant to a designated board position, with the expectation that you will step into that board position the following season. (think of this as 'board member in training'). It is available for the following board roles:
 - Volunteer Coordinator
 - Fundraising Chair
 - Championships Representative

In addition, all families are required to complete the following:

1. ***Championship meet:*** 2-3 shifts per family at the Championships meet.
2. ***Johnson Ranch Summer Invitational:*** If your child is swimming at this event, you will be asked to volunteer for one shift. This event is a fundraiser for the Barracudas. Your child(ren) will swim free, but we will ask you to assist in pulling off the meet.

How to sign up:

1. Sign-ups take place on our Team Unify site following our All Parent Meeting in March. Please be aware that shifts fill up quickly, so it is important to be prepared to log in promptly when the sign-up process opens up.
2. Families interested in volunteering as coordinator for a specific committee or event must contact the volunteer coordinator via email once the list of available positions has been sent out. (commitmentcoordinator@johnsonranchbarracudas.com)
3. Families interested in serving on the board of directors should inquire to the President for any open positions. (president@johnsonranchbarracudas.com)
4. Families interested in serving as an assistant to board member, with the intention of becoming a board member the following year should contact the volunteer coordinator (commitmentcoordinator@johnsonranchbarracudas.com)

Details about shifts:

1. Shifts during meets:

- a. Each shift is approximately half the duration of the swim meet, with some exceptions. Most shifts allow for flexibility to view your swimmer's events. You are required to fulfill the entire shift in order for it to count towards your 6 shifts, and you cannot split the shift with another family expecting both families to receive credit.
- b. The expectation is that a parent or other responsible adult in the family is fulfilling the shifts for the family.
- c. You must check-in for your volunteer position at the start of the meet. Check-in is next to Swimmer Check-In. Anyone who has not checked in at the start of the meet and reported to their assigned shift by the assigned time, or anyone who does not stay the duration of the shift will not receive credit for completing the shift.
- d. It is the responsibility of the family to turn up on time for their shift.
- e. Please review the "Penalties" section for more information about missed shifts.

2. Coordinator or committee member for specific role or event:

- a. Families must sign up for this prior to other shift sign ups opening up. An email will be sent by the Parent Commitment Coordinator when these signups are needed.
- b. Families who sign up for these roles are required to be familiar with the requirements of the role, and complete them in their entirety for the full season.
- c. If you sign up for one of these roles, but are unable to complete it, you will need to complete a proportional number of shifts during meets in order to fulfill your commitment requirement. If this occurs, the Parent Commitment Coordinator will work with the families and the board to come to an equitable and fair agreement.

3. Assistant to board member

- a. Some board roles require a fair amount of set-up and behind-the-scenes activity. Ideally, we have families 'roll' into these positions by training with the predecessor in the last year of the previous person's position in the role. We ask that families that fulfill this role commit to the role with the intent to take the open board position in that role the following year.

Penalties for missed or incomplete shifts**

Failure to show up for a shift or not meet the season volunteer obligation in a given season will require the submission of a check in the amount of \$500 upon registration the following season.

- a. This check should be made payable to the Johnson Ranch Barracudas.
- b. This check should be dropped off at JRSC South Side Front Desk and put in the JRSC Concierge lock box.
- c. This check is a deposit that will be fully refunded if all meet and championship obligations are met.
- d. The deposit will be forfeited if all meet and championship obligations are not met.
- e. The check will be held by JRSC Club Manager in a lock box through the season.

**** Reward System:** If cashed, these funds will go into a general fund that will provide gift cards to families that take on additional shifts beyond the 6-7 required in the parent commitment.

If the number of families that register is sufficient to cover our volunteer commitments, some families MAY qualify for a reduced number of volunteer hours. The following conditions MUST be met in order to qualify:

1. You ONLY have high school aged swimmers on the team.
2. Your high school aged swimmer(s) completed a season with the Barracudas previously, including participating in both days of Champs.
3. You completed all volunteer requirements in previous years.
4. We have sufficient numbers of families registered to cover our required volunteer commitments.

Please be aware that this reduced number of volunteer shifts DOES NOT apply towards shifts for Champs, and you will still be required to do the full commitment of shifts for Champs.

If you qualify for this reduction, you will be notified by the Volunteer Coordinator prior to sign ups for volunteer shifts opening.