

Lubbock Swim Club Parent Volunteer Program

In order to achieve a more equitable distribution of the volunteer hours required to run our organization, Lubbock Swim Club has put in place a requirement for our families to contribute a minimum number of volunteer hours each year.

We are a non-profit program with professional coaches and unpaid parent volunteers. Your monthly team dues go toward paying coaches' salaries and monthly pool rental. If we were to pay for team tasks presently done by our hardworking volunteers, your dues would increase considerably.

The time volunteered by our families is essential to the continued success of our program. Consequently, LSC requires each family to volunteer their time to the team or pay a fine of \$100. Lubbock Swim Club's goal is not to profit monetarily from the Parent Volunteer Program, but to increase the level of volunteer participation (primarily at our home meets).

The goals of the Parent Volunteer Program are threefold:

1. To provide the manpower necessary to host high-quality, competitive meets at our home pool,
2. To document and equalize the volunteer time donated by our families, and
3. To support LSC's efforts to keep monthly dues as low as possible.

Lubbock Swim Club Parent Volunteer Program

The program will consist of **six committees**. Each committee will be led by a chairperson appointed annually. The chairperson's duties include staffing their positions at all home meets and maintaining a volunteer sign-in notebook.

1. Officials: responsible for officiating at all home meets hosted by LSC. Officials may also officiate at out-of-town meets.
2. Timers: responsible for staffing timers for each lane and a head timer for all home meets.
3. Concessions: responsible for staffing the concession stand during meets as well as calling parents for food donations.
4. Hospitality: responsible for providing a hospitality room for coaches, officials and parent volunteers at all home meets.
5. Fundraising: responsible for our annual fundraiser.
6. Banquet: responsible for the annual awards banquet usually held at the end of each long course season.

- The program runs from September 1st through August 31st of each year.
- All families are required to participate, even if none of the swimmers in the family are competitive in meets.
- All families are responsible for a certain number of volunteer hours per program year. Although greatly appreciated, hours earned beyond the required amount will not be carried over to the next year.
- A family's requirement will be based upon their highest enrollment on our team. For example if a family has one swimmer on a Discovery team and one swimmer on an Elite team, they will be responsible for the hours required for the Elite Team only.

- Discovery: 8 hours per year

- Challenger: 12 hours per year
- Elite: 15 hours per year
- For all areas other than officiating, one hour of work equals one hour. Due to the training and certification requirements for officials, every officiating hour will equal two hours.
- Hours can be earned at all home meets by signing up online through the meet entry system. Points can also be earned at Thursday Night Thunder meets by contacting April Hayes, or by contacting the fundraising or banquet chairmen to volunteer on their committees.
- It is the sole responsibility of each volunteer to sign-in and sign-out at the beginning and end of their shift in the appropriate volunteer notebook. **Unfortunately, you will not receive credit for time worked if you do not sign in and out.**

Qualified Volunteer Activities:

This list is not all-inclusive but is intended to represent qualified activities. LSC recommends that you plan how you will fulfill your obligation in advance to avoid a last minute rush. Keep in mind that, not including Thursday Night Thunder meets, LSC typically only hosts three-five meets per year.

- Working at home meets: timing, computer operations, hospitality, awards, clerk-of-course, concessions, officiating
- Planning the annual awards banquet
- Yearly fundraisers
- Attending a West Texas Association Meeting (1 hour credit)

Ineligible Volunteer Activities:

- Attending LSC meets without volunteering
- Attending parent meetings, banquets or other team functions
- Carpooling
- Time spent soliciting donations or orders for fundraisers
- Time spent shopping or preparing items for meet concessions or hospitality

We are looking forward to watching Lubbock Swim Club emerge as a premier competitive swim team with quality parent members.