

MYHA Volunteer/Exemptions Policy

Updated Aug 1, 2015

Volunteer Hour Requirements:

The Marshfield Youth Hockey Association is strictly a volunteer organization.. Every family therefore is required to put in some volunteer time to help run our program. The requirements are as follows:

- a) Effective fall 2014, all **FIRST YEAR** families at **ANY LEVEL**, are required to perform 12 volunteer hours during the season. These 12 hours will be divided into 8 Concession work hours, and 4 Game duty hours. All Volunteer hours, however, may be spent in Concessions.
- b) Returning families of older skaters are required to put in **25 hours/skater up to 40 hours/season of which 15 hours are in the concession stand.**
- c) **Remaining volunteer duties include:** Coaching, Board Member, Zamboni driver, Game Duties such as: penalty box, scorekeeping, and timekeeping. The Board of Directors may grant exemptions for work hours to those individuals who take on duties designated by the board and considered vital to the operation of MYHA. Such exemptions may include duties on a MYHA committee, or work performed as part of maintenance or improvements to the Ice Arena. Such exemptions are at the sole discretion of the Board of Directors.
- d) A **buy-out option** for non-concession volunteer hour requirements is available for \$30/hour.
- e) A **buy-out option for concessions requirement only** is available for \$450. Note: If you buy out of concessions, deduct 15 hours from your required hours. (Example: 25 hrs required minus 15 hrs concession buy out still leaves 10 required work hours.)
- f) All volunteer hour obligations **must be met by April 30** prior to the next season's registration.
- g) All MYHA families (with the exception of **FIRST YEAR FAMILIES**), regardless of buy outs and exemptions are required to complete a Spring/Fall Job. Most jobs are one hour in length and some jobs such as fall ice making can be several hours in length. Sign up is in February. There is a \$75 fine for those that do not sign up or help with a job. Jobs in Spring involve cleaning the rink and getting it ready for turn in. Fall jobs are ice making and getting the rink ready for opening. Remember, you can pay the fine, but in doing so, you are putting the burden of work on other families!

Concessions:

Each family is assigned **15 concession hours (1st Year Families 8 hours)**. You are responsible for your own replacement if you cannot work the assigned shift(s). Failure of you or your replacement to show up for your shift will result in a \$75 fine per occurrence. This fine is separate from the work hours fine. Please see the list below for people who are considered exempt from concession hours and those with reduced hours. Concession buyout is available for \$450. Because of occasional discrepancies it is recommended that each family keep a record of their concession hours worked. It is also recommended that families split hours between 1st half of year and 2nd half of year.

FINES OF \$30 PER WORK HOUR MISSED WILL BE LEVIED AT THE NEXT YEARS REGISTRATION.

*Concession work includes ONLY the following: working in the concession area, *weekend on-call, ticket booth, or ticket checker. Cooking (ie. chili, cookies, etc) for the concessions area does NOT count towards your concession hours. Work hours will be at the discretion of the board and should benefit the association. If any questions regarding this policy, please contact a board member.*

**One person per weekend – on call. If two people split then they split the hours.*

Jobs Exempt from Volunteer Work Hours

- Head Coaches (not assistant coaches)
- Ice Scheduler
- Game Scheduler
- Concession Scheduler
- Board Members
- Registrar
- Website Manager
- Ice Maintenance Manager/Zamboni Trainer
- Volunteer Coordinator
- Equipment Manager
- ADM Coordinator
- Concession Stand Manager (1)
- Billboard/Marketing Person

Jobs Exempt from Concession Hours Only All Other hours required

- On-Ice Assistant Coaches (ONE PER TEAM with exception of 6U (3), 8U (2))
- Team Reps
- Scrip Coordinator
- Ref Scheduler
- Blades Card Coordinator

➤ **Jobs with Reduced Concession Hours All Other hours required**

- Photo Coordinator.....Counts as 8 hours
- On call person (per weekend).....Counts as 6 hours
- Apparel person (MYHA only).....Counts as 8 hours