



Volunteer Service Hour Policy

Last Updated August 2025

The Killarney Gators Swim Club is a non-profit organization that is solely operated by parent volunteers. This system encourages parents to contribute their time and effort for a more vibrant and healthier Club. This system also ensures that the Club has enough volunteers for the Club daily operation, the swim meets and other events. It also helps the Gators to reciprocate other clubs' help in running its meets.

Rules

Each family will be given an allocation of hours for the season based on the swimmer who is in the highest group. For example, if a family has a swimmer in the Elite A group and a swimmer in the Junior group, they will be required to meet the service hours assigned to the Elite A group.

There is no monthly collection of deposits. Instead, the obligation service hours are assigned to each family for the season. It is up to the family to fulfill all the service hours before the end of the season to avoid an unmet service hour charge.

The Club charges \$15 for every un-met obligation service hour. For example, if you volunteer to become secretary, you will collect 60 service hours, which is equal to \$900 off the un-met service hours charge.

If you have fulfilled all your service hours, you will not be charged the unmet service hours charge. If you go over the allocated service hours, the excess does not carry forward to the next season.

If there is an early withdrawal from the Club, the Club will apply the following calculation which will be used to determine how many allocated hours you were supposed to fulfill.

*Obligated Hours = (Total for the season / 10 months) * Number of months in the club.*

The amount you would owe would be calculated as follows:

Unfulfilled Service Hours Charge = (Obligated Hours – Hours Worked) x \$15.

Service Hours Allocated by Training Groups

Here are the allocated service hours each family is expected to complete to avoid an unfilled service hour charge at the end of the season. It will be based on the swimmer in the highest group.

Groups	Allocated Service Hours
Highly Competitive – Elite A, Elite B, Junior Elite	60
Competitive – Senior A, Senior B, Junior	50
Pre-Competitive – Gold, Silver, Youth A	25

The number of points allocated to each volunteer job or task is listed below. Please note that this list is not exhaustive and there may be other ways you can help the Club for which you will receive Service Hours. The board reserves the right to decide on a new position when it is required.

Volunteer Jobs and Point Allocations

All board of director positions will receive 60 service hours for the season.

Members of the board of directors must:

- Must perform at least one position. Refer to the current board positions description document.
- Must attend the annual general meeting at the end of the season.
- Must be present at least 80% of the board meetings, held once a month.
- Must not miss more than two consecutive board meetings

Members of the board must serve on the board from the start of AGM till the next season's AGM. Any early resignation will be subject to discussion and board decision in terms of service hours.