



WORK SHARE POLICY

Work Share Hours are necessary to enable KING Boosters to host swim meets, one of our primary sources of operating funds. The success of KING-hosted events depends upon members working together to run team events. Work Share Hours may be accumulated through KING-hosted meets, team-related activities, and non hosted meets as required and approved. It is mandatory to volunteer at **ALL** King hosted meets. The work share hours commitment is based on the level of the highest swimmer in your family. **Please note that Workshare Hours are just a minimum requirement and that Workshare Hours are not dependent on meet participation.**

Annual Work Share Requirements

Senior National & Championship	32 Hours
Performance II	26 Hours
Performance I	20 Hours
Challenge II & Senior Varsity	18 Hours

Annual Work Share Requirements when joining mid-season

Groups	Join Date		
	Sep-Dec	Jan-Mar	Apr-End of Season
Senior National & Championship	32	24	12
Performance II	26	17	9
Performance I	20	14	8
Challenge II & Senior Varsity	18	10	5

KING's Work Share requirement season is September 1st, to July 30th. **If there is a work share hour deficit at the end of July, or upon withdrawal from the team, the member account will be charged \$40.00 per hour for work share hours not completed.**

Families withdrawing from KING before August will be responsible for a portion of their service hours.

Annual Work Share Requirement when withdrawing mid-season

Groups	Withdrawal Date		
	Sep-Dec	Jan-Mar	Apr-End of Season
Senior National & Championship	12	24	32
Performance II	9	17	26
Performance I	8	14	20
Challenge II & Senior Varsity	5	10	18

General Rules

- Each Family must volunteer a minimum of one session at each KING-hosted meet (excluding mini meets, Last Chance Meet, and any others noted by the Boosters Board).

Exception: You have fulfilled your annual Work Share responsibility

- Each family only serves hours for their highest-level swimmer
- Outstanding hours will be charged to families leaving prior to the end of the season
- A family's **Work Share Hours** obligation will **not** change from their annual requirement should their swimmer move up or down a training group during the season.
- All Work Share volunteers must **SIGN IN** at the KING Volunteer Table and check-in with the chairperson
- It is the member's responsibility to make sure that their account has been credited correctly. All reported hours will be recorded within 30 days of the event completion
- It is the member's responsibility to sign up online for all qualifying hours from **non KING hosted** meets. These opportunities will be posted online under the event. If you volunteer on a callout basis for a **non-KING** hosted meet you will receive a **maximum of 3 hours per meet**. You need to submit a confirmation email or slip from the Host Team meet director or volunteer coordinator noting hours volunteered
- If there are any discrepancies in Work Share hour reporting, please email:
volunteers@kingaquaticboosters.com
- Excess worked or un-worked hours shall not be carried from season to season
- Work Share Hours worked in excess of obligation will not be reimbursed

- Work Share Hours will not be provided for timing or lap counting on distance events where swimmers are to provide their own timers and lap counters
- The Boosters (via an official Board Vote) may revise this agreement at any time if needed. Notification will be made to the membership if this is needed
- Last Chance meets do not qualify for Work Share Hours. Each family must volunteer at these meets if they have a swimmer participating

Work Share Hours Requirement Fees

- Unfulfilled Work Share Hour Fees billed at \$40 for each unfulfilled hour. These will be charged as an on demand payment after July 30th.
- Please note that if a family does not show up for a shift they signed up for, is late, or leaves early (without Work Share Coordinator approval), a \$50 fine will be charged to the member's account
- Departing members may work any unfulfilled hours at the subsequent KING-hosted meet following the swimmer's departure. When contacted by KING, the departing member has 7 days to declare whether to work the hours or be billed at the \$40/hour rate. If notification/reply is not received by the KING Work Share Coordinator, the member will be automatically billed following the 7-day window for unfulfilled hours
- Families may work with the volunteer coordinator to find options to volunteer for a meet outside of the actual meet time if they do not have a swimmer in the meet and they cannot attend the meet. There are numerous jobs associated with running swim meets and planning special events. Examples include helping set up the day before the meet, clean up, and storage runs the day after, food donations to Meet Hospitality for coaches and officials, etc.
- It is the responsibility of every participating family to review the volunteer sign-ups on the KING website prior to a meet to confirm assignments and verify changes to the timeline. Penalties will not be waived because a family reports that they did not know they had a volunteer commitment

As parent or legal guardian of _____(swimmer(s)), I acknowledge understanding of and agree to comply with the KING Work Share policy for September 1st, 2024, through July 30th, 2025 as presented in this document.

Executed this _____ day of _____, 20__

Signature of Legal Guardian or Participant (if not a minor)
