

## BELLEVUE CLUB SWIM TEAM WORKSHARE PROGRAM

*Effective August 15, 2025 – August 14, 2026*

**PURPOSE:** BCST Boosters is a tax-exempt organization. One of the ways we are able to maintain that important status is due to our organization's special events being run entirely by volunteers. Thus, the success of the Bellevue Club Swim Team program relies on the volunteer support and WORKSHARE efforts of all its dedicated member families. Competitive swimming is a unique sport not only because of the lifetime benefits to the participant, but because in no other sport are so many parents required to organize and run the events that allow their children to compete.

### REQUIREMENTS & GENERAL RULES:

Training Groups	<i>MINIMUM</i> Required Hours
National, Senior Performance	33
Senior 1, Prep	28
Regional, Champs, Orange	25
Gold, Silver, Bronze	20
Senior 2, Divisional College	10
College	Head Coach's Discretion

- Each family baseline workshare requirement is determined by the placement of their highest-level swimmer as shown above.
- If a family has more than one swimmer, their workshare requirement will be increased by five hours *for each additional swimmer*.
- Families who join the team during the season will have their hourly workshare obligation prorated.
- Families who leave the team during the season will have their hourly workshare obligation prorated and are responsible for completing these prorated hours. If they do not complete the hours, they will be charged \$50/unfulfilled hour.
- The hourly workshare obligation may increase if a family's most senior swimmer moves to a higher-level group during the season.

### Filling open job positions:

- Pre-signups will be used for BCST-hosted and non-hosted events so families attending those events can sign up in advance for volunteer positions.
- As the meet date approaches, if all shifts are not covered by a volunteer, shifts will be assigned to families based on those meet participants with the fewest volunteer hours recorded to date (including those who have already met their workshare obligation).
- Every effort will be made to place members in the sessions in which they have an athlete participating.
- If a family refuses to accept an assigned shift(s) (even if they have already fulfilled their workshare obligation), the family will be assessed a \$100 fee for not showing up for their assigned shift(s). You are encouraged to find a replacement and notify workshare at [bcstworkshare@gmail.com](mailto:bcstworkshare@gmail.com)
- If BCST volunteer participation is substantial, some families may be assigned as "backup" workers and may only need to work if others do not show up for their shift. *Note that if you are assigned as a backup and do not end up working a shift, this will not count towards your Minimum Required Hours.*

- If BCST volunteer participation is minimal, this may involve volunteers working more than one job.
- Please note that if a family cannot show up for any shift they signed up for or they must leave early, it is the family's responsibility to find a replacement; or a **\$100 fine will be charged**.
- Since there may be times when volunteer participation at a meet is low requiring the Boosters to assign families various volunteer jobs, **it is the responsibility of every family to review the volunteer sign ups on the BCST website prior to a meet** to confirm assignments and verify changes, if any, to the timeline. Penalties will not be waived because a family reports that they did not know they had a volunteer commitment.
- If a family has not met their workshare obligation (has a deficit of any amount) by the end of your swimmer's season, regardless of group, their account will be charged a Workshare Fee of \$1,000. **Beginning with the 2024 – 2025 Season, any family who does not volunteer and is charged the \$1000 fee, moving forward to the 2025-2026 season, and future seasons, your workshare fee will increase an additional 50% each year (2<sup>nd</sup> year \$1500, 3<sup>rd</sup> year \$2250, etc).** Registration will be denied to returning families, including graduated senior swimmers, who fail to fulfill their Hourly Workshare Obligation or pay the Workshare Fee.
- **CONDITIONS:** There will be no banking or carryovers of hours allowed from year to year. Any hours worked in excess of the required hours will not be applied to the following year. A majority of the required hours must be worked by the parents. At the discretion of the committee chairpersons, children in the family may perform some jobs with chairperson's approval. Children under the age of 14 years will not be allowed to work on deck at championship meets. Hours must be worked by immediate family members unless prior approval is granted by the workshare chair. Families must work their own hours. There shall be no transferring, gifting, sharing or donating of hours.
- **MEANS TO EARN WORK HOURS:** Hours may be earned by working BCST hosted swim meets, BCST team-related activities, and non-hosted swim meets that the BCST attends as a team. There are numerous jobs associated with running swim meets and planning special events. Please reach out to workshare for inquiries [bcstworkshare@gmail.com](mailto:bcstworkshare@gmail.com)
- **MANAGEMENT OF THE WORKSHARE PROGRAM:** After each swim meet or activity, the hours for those jobs signed up for through the BCST website will automatically be applied to member accounts. For other jobs, such as snacks, officiating, group activities and others, hours can be reported via email to the Workshare Coordinator at [bcstworkshare@gmail.com](mailto:bcstworkshare@gmail.com) or recorded on the Workshare Recording online form accessible via the BCST website 'Workshare' menu. Workshare account status, including obligation can be found by logging on to the BCST website ('My Account' >, 'Invoices & Payments' >, 'Service Hours' tab).
- **RESPONSIBILITY FOR TRACKING WORKSHARE OBLIGATION:** Families are responsible for ensuring the accuracy of their workshare program credits throughout the season. Questions regarding missing or inaccurate credit should be sent to the Workshare coordinator at [bcstworkshare@gmail.com](mailto:bcstworkshare@gmail.com). If a family is having difficulties fulfilling their obligation, it is the family's responsibility to notify the workshare coordinator early in the season to obtain assistance.

Disclaimer: BCST reserves the right to change the requirements and agreement should COVID and/or restrictions change within the next swim season. In the event BCST is chosen to Host a National Level Meet, Swimmers/Families will be asked to contribute additional Volunteer Hours.

As parent or legal guardian of \_\_\_\_\_(swimmer(s)), I acknowledge understanding of and agree to comply with the BELLEVUE CLUB SWIM TEAM WORKSHARE PROGRAM for August 15, 2025 through August 14, 2026 as presented in this document.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

Signature of Father or Legal Guardian \_\_\_\_\_

Signature of Mother or Legal Guardian \_\_\_\_\_

Signature of Participant, if not a minor \_\_\_\_\_