

BST Volunteer Policy

Swimming is a very “volunteer intensive” sport, in that it takes many volunteers to run a swim meet and a swimming organization. Competitive swimming requires parents to be actively involved in all aspects of our team. It is rewarding in many ways to be involved with the learning and constant improvement of your swimmer along with being a part of the success of BST. Timers, judges, hospitality, concessions, announcers, and runners are a few of the positions which are filled by parent volunteers. Volunteering is a requirement for our team. All families are expected to participate.

We are estimating that each family will be required to work 20 hours of volunteer time over the course of our 4 month swim season. (May-August) You can figure for each month your family will need to dedicate 5 hours to our team. For each hour that isn't fulfilled there will be a \$12.50 per hour charge to the families account.

Volunteer obligations can be fulfilled by:

- Helping with the Swim-a-Thon
- Filling a board position
- Becoming an official and officiating at Home and Away Meets
- Volunteering at a home meet
- Helping at the year-end party

Home Meets Requirements

We are hosting two home meets this year: Intra-squad on May 14, 2022, and Bishop Invitational June 10-12, 2022. It takes approximately 100 people to run every meet we host at the Park Pool during the season. Bishop Swim Team has the reputation of hosting the BEST meets in Zone 4. The presence and participation of each family is critical to assuring the continuance of these successful results and reduces costs to you.

Our annual 3-day Bishop Invitational Meet is our largest meet. It will be held June 10-12, 2022. This not only allows our swimmers to compete at a higher level, it is also our biggest fundraiser. Each year we see the swimmers and family returning to our meets because of the positive meet experience we provide and the recreational opportunities Bishop offers. If your child is swimming in the Invitational Meet you will be required to volunteer. Each family will also be responsible for donating items for hospitality for this event.

We are aware that some families may be new to the sport of swimming. For this reason we are reserving the positions of timing at home meets for those first year families. We are asking returning families to take advantage of other volunteer opportunities.

Sign-ups for the events will be made available at our TEAM UNIFY web-site (www.teamunify.com/pcbst). Positions will be filled on a first come, first serve basis. Families who have not signed up within one week of the event will be assigned to any remaining position for that event, if we have not already been made aware that you are unavailable.

A volunteer check-in table will be set up at each event for volunteers to check in. Please be sure to sign in and out for each meet at the volunteer table so that we can keep track of your hours while you fulfill your family commitment. If you do not check-in you may not be credited with the correct hours. Please check-in at least 15 minutes before your shift. This is very important and allows the Volunteer Coordinator to know

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who is ready for their shift and alleviates trying to “hunt down” volunteers.

We understand that there may be circumstances that conflict with this obligation. We understand that you may be new to the team or have special requirements. Please keep the team’s Volunteer Coordinator informed. The Volunteer Coordinator is there to help work with you and be able to fit you into a position that will suit you and your family’s needs. Please communicate with the Volunteer Coordinator so that there are no misunderstandings. We cannot run these events without the assistance of every family.

If you cannot fulfill your assigned commitment, you must find a replacement and notify the Volunteer Coordinator of the replacement. This replacement will be responsible for signing in with the Volunteer Coordinator as fulfilling your requirement.

If there is a last minute change due to an emergency (sickness, work schedule, running late for your shift, etc.) you need to call the Volunteer Coordinator. If you miss your assigned commitment without notifying your team you will be charged a penalty of \$50. You will be required to pay this penalty within 15 days of notification. If payment is not received your child will not be permitted to practice or compete until the penalty has been paid.

We will be tracking volunteer hours on the TEAM UNIFY web-site this season. Once logged into your family account you will be able to track your hours as each team event is updated. Please check your account often and be sure your volunteer hours are accurate prior to the end of the season. At the end of the season we will bill any unmet hours at the rate of \$12.50 per hour.

Our goal with this policy is not to collect your money. We would rather have all families involved, which allow you to get to know new families and learn about the sport of swimming.

Family member volunteers must be at least 16 years of age.

“Opt Out”

Bishop Swim Team believes in and strongly desires active participation from all swim families. Because all families of Bishop Swim Team have different situations, we offer the choice to “opt out” of the volunteer policy. If this choice is selected by the family and the associated fee (\$250) is paid at registration, Bishop Swim Team will remove you from the volunteer list for the remainder of the swim year. Although, it is still required that your family cover your assigned timing sessions at any away meet your child is entered in.

Away Meet Requirements

At away meets we are required to provide timers and official. While this does not fulfill your family’s hour commitment, each family is expected to time or officiate at these meets. The volunteer coordinator will assign your lane and time according to those swimmers that will be attending. It is your family’s obligation to show up at your allotted time.