



KELOWNA AQUAJETS CLUB SERVICE REQUIREMENT

1. The Kelowna Aquajets host three (3) regional swim meets, and two to three (2-3) Jamboree swim meets throughout the season. In addition, KAJ may sometimes be awarded SwimBC Provincial and/or Divisional level meets.
2. These meets provide racing opportunities for all of our swimmers and are an important source of revenue for the club. All member families receive the benefit of the revenue generated from the meet and as a result **all member families are expected to work at these meets as part of their yearly club fees.**
3. Each member family is required to commit to the below noted Club Service for the swim season based on their swimmer's level of competition. If there is more than one swimmer in the family, the highest swim level will be that family's level of commitment. Please note the service levels below are considered a minimum. Please consider being generous with your time, and exceeding this minimum.

Club Service Requirement for KAJ Hosted Swim Meets <u>Senior Swimmer</u> is defined as A, B and C Group Swimmers <u>Junior Jet Swimmers</u> is defined as Bull, Tiger, and Hammerhead Group Swimmers **Requirements for the season will be decided once the meet packages have been developed & shared with Swimming Canada. The officials coordinators will notify the members as soon as possible. Requirements are subject to the number of KAJ swimmers in each meet and the meet format, and MAY BE CHANGED at the discretion of the Club Officials Coordinator in consultation with the Board of Directors.	
<u>Swim Meet</u>	<u>Service Requirement</u>
Provincial Championship	In the event that KAJ is awarded a Provincial Championship meet, all Senior Swimmers' families where a swimmer is registered in the meet are responsible for at least 3 out of 8 sessions. Senior Swimmers' families who do not have a swimmer registered may also be required to assist if needed to run the meet, however all attempts will be made to secure out of town assistance first. All KAJ families are encouraged to assist at Provincial meets
Divisional Championship	In the event that KAJ is awarded a Divisional Championship meet, all Senior Swimmers' families where a swimmer is registered in the meet are responsible for at least 3 out of 6 sessions. Senior Swimmers' families who do not have a swimmer registered may also be

	required to assist if needed to run the meet, however all attempts will be made to secure out of town assistance first. All KAJ families are encouraged to assist at Divisional meets
Regional Meets	KAJ hosts 3 regional level meets per year: KAJ Fall Classic (SC) KAJ Snowfest (LC) KAJ May (LC) (*These meets may be renamed depending on meet sponsorship) All families with swimmer(s) registered in these meets are expected to complete club service for these meets. The exact number of sessions/family required for club service will be determined after the meet packages/formats have been confirmed and shared with Swimming Canada. Club members will be notified via email of the required number of club service sessions for each meet. For Regional meets only, the number of sessions required for club service will be prorated if the swimmer is not swimming all of the days of the meet.
Jamboree Meets	Hammerhead and Tiger families are responsible for a minimum of 1 out of 3 Jamboree sessions (or at least 33% of Jamborees). All other Junior Jet families are encouraged to take online clinics and assist at Jamborees.

4. Another consideration in Club Service is the responsibility of the job being performed. It is expected that as swim families gain more experience attending and working at meets, they gain more responsibility in the jobs they perform. The chart below identifies the appropriate duties for a family's swim level. At least the minimum number of shifts noted above should be performed at the appropriate level noted below. It is the responsibility of each swim family to take advantage of the training opportunities offered by the club and online/via zoom to prepare for these officiating duties. Families are encouraged to take 1 new level of officiating course annually to allow KAJ to have the appropriate compliment of officials on deck each meet.

Level of Most Advanced Swimmer	Level of Officiating/Duty
A and B Group	<u>Level 2+ Official including:</u> • Referee • Clerk of Course • Electronics • Recorder/Scorer • Starter

	• Chief Timer • Stroke and Turn • Meet Support worker including: • Food Service • Set up and Take Down • Finals Announcer
C Group and Junior Jet	<u>Any Duties listed above, or Level 1 Official including:</u> • Timer • Safety Marshal/Assistant • Meet Support worker including • Ribbon Prep • Awards Presenter • Heat Marshal

- Following each swim meet, if your family has not completed the minimum service requirement at the appropriate level, a fine of \$100 per session missed may be charged to your account during the next billing cycle.
- Relief of Service Commitment:** If you are unable to fulfill your club service requirement, you should make all efforts to find a qualified substitute. If you are not able to find a qualified substitute to fulfill your service for you, you will pay \$100/session in lieu of club service.

In the case of an emergency or unplanned inability to complete club service, you may make up missed club service sessions at future meets in the same swim season. You must notify the Officials Coordinator at Officials@kelownaaquajets.com prior to the completion of the current meet that you need to delay your club service to a future meet in the current season. If you do not notify the Officials Coordinator before the end of the meet, your account will be charged.

If you arrange with the Officials Coordinator to fulfill your sessions at a future meet, you must complete any missed club service by the end of the current season. Failure to do so will result in your account being charged \$100 per session that is missed in the billing cycle following the final meet of the season.

- Adult Swimmers:** As per the KAJ Returning/Independent Athlete Policy, Adult swimmers that fall under the criteria for this policy are not required to complete the Club Service Requirement.
- Officials Training:** The Club will provide Official Training sessions in order to provide families the opportunity to progress their training. Swimming Canada offers Officials Learning e-modules that are available at all times for the following courses: Introduction to Swimming Officiating

(Timekeeper), Safety Marshal, Chief Timekeeper, and Clerk of Course. They also offer scheduled Virtual clinics at various times for many of the Officiating Courses. To access these learning opportunities, click [here](#).

- a. Of note: When taking courses and clinics offered by Swimming Canada, you must log in through this system using the steps above or the link provided ([here](#)), in order for you to receive credit for these courses. If you do not have a volunteer account with Swimming Canada, please contact the Officials Coordinator at officials@kelownaaquajets.com
- b. For more information regarding the Officials Certification Pathway, click [here](#).
- c. For details regarding the duties and responsibilities for each official's role, click [here](#).

Policy Approved June 21, 2023

