



# MEMBERSHIP PARTICIPATION POINTS POLICY

## INDEX:

1.	Purpose	2
2.	Membership Participation Point System	2-3
3.	Membership Participation Point Commitments	3
4.	Swim Meets Officiating – OSC Hosted	4
5.	Swim Meets Officiating – OSC Non-Hosted	4

## REVISION:

Section Name:	Section Number:	Date Updated:	Updated By:	Comments

## 1 Purpose

In order for the Olympian Swim Club to continue to work towards its vision and mission all member families are expected to participate in the operation of the club and its events. A successful swim meet requires the efforts of approximately 40-80 on-deck workers per session depending on the size of the meet. There are also many other events and participation opportunities within the club that require member support. The OSC membership participation point policy is in place to ensure that every OSC member family contributes to and shares in the responsibility of running efficient and successful swim meets.

The terms used in this policy have the same meaning as in the Olympian Swim Club Financial Policy.

## 2 Membership Participation Point System

### 2.1 Membership Participation Point System Overview:

- Membership participation points and volunteer training commitments are based on swimmer program levels.
- In families with more than one swimmer, the member family is to earn all of the membership participation point commitments for the swimmer at the highest level and is to earn half (1/2) of the membership participation point commitments for the other swimmers within the family up to a family maximum. See "Multiple Swimmer Family Discount" 10 of the Financial Policy for further details.
- In families with more than one swimmer, the member family is to undertake the volunteer training commitments for the swimmer at the highest level.
- See the current "OSC Fee Schedule" for the maximum number of membership participation points to be earned by one family.
- Membership participation points are a part of the OSC fee structure.
- All membership participation point commitments must be earned by August 31st.
- Membership participation points cannot be banked or carried over from one year to the next.
- Once accounted for membership participation points cannot be transferred between other member families. Extenuating circumstances may be considered at the discretion of the General Manager.
- Member families can have third party or non-members earn membership participation points for them.

### 2.2 Signing Up for a Membership Participation Opportunity or Event:

- Through the various forms of communication within the club, the need for officials, workers or helpers will be announced.
- Sign up will be done online via the OSC website, or a contact person for sign-up will be communicated by email.
- Some of the club participation positions are year-long commitments and some are only the duration of a single event.
- On occasion a one-time only event will occur for which membership participation points can be earned. These events will usually be publicized by email and /or the website and points will be allocated as approved by the board of directors.

### 2.3 Cancellation of Sign-Up and Penalty for Non-Attendance:

- Once a member signs up for a participation position in order to cancel their sign up that member must cancel their position via the OSC website and by email notification to the OSC official's coordinator/event organizer at least 72 hours prior to the scheduled start time for that meet or event.
- If a member:
  - o cancels their sign up for a participation position less than 72 hours prior to the scheduled start time for that meet or event;
  - o or fails to show up and participate for the entirety of the duration of a scheduled position (i.e. arrives late or leaves early) the member shall be fined by having the number of points the scheduled position would have earned added to that member's total participation points commitment.

### 2.4 Getting Your Membership Participation Points – Sign-In!

- It is the member's responsibility to make sure that they sign the "Sign-In" sheet with clear legible printing at every event at which they officiate, participate, help out, or bring food.
- It is the member's responsibility to sign in with legible clear printing when working at swim meets hosted by other clubs. The host club's meet manager will send the official's roster to OSC's Officials Coordinator.

### 2.5 Keeping Track of Membership Participation Points Earned:

- Records of Participation Points earned are maintained at the OSC's office by OSC's General Manager and/or Officials Coordinator. See 8.5 of the Financial Policy for further details.

### 2.6 Not Earning Enough Membership Participation Points:

- Membership participation points are a part of OSC program fees.
- If a member family does not earn enough membership participation points to fulfill their commitment by August 31st, the family will be fined on August 31st under the Financial Policy.

## **3 Membership Participation Point Commitments**

- The required member participation points commitment applicable to each swimmer in each OSC program level is set out in the OSC fee schedule.
- Members who do not complete their membership participation point commitments set out in the OSC fees schedule by end of the swim season will be assessed with a \$10 fine per point not earned on August 31<sup>st</sup>.
- It is expected that members will continue to volunteer to work at swim meets, and various OSC hosted events, initiatives, and committees after they have reached their required participation points commitment.
- It is preferred that members earn half of their membership participation points in the time period of September 1 to February 28 and the other half in the time period of March 1 to August 31.

#### **4 Swim Meets Officiating – OSC Hosted**

It is expected that all member families will offer to help at all OSC hosted swim meets. OSC hosted swim meets include but are not limited to Home Opener, 12&Under series, JP Fiset and Blue & White.

- Successful swim meets generate revenue for the host swim club. This revenue is then shared by the whole club and not just the swimmers or groups that participated in the swim meet.
- It is expected that a member from each OSC family will offer to officiate (timer, stroke & turn judge, etc.) or help in another way at each session their swimmer attends at OSC hosted meets whether or not the family has a membership point commitment or points yet to be earned.
- It is hoped that all member families will offer to officiate or help in another way at OSC hosted meets their swimmer is not attending because the revenue generated will help their swimmer as well.

#### **5 Swim Meets Officiating – OSC Non-Hosted**

- It is hoped that all member families will offer to officiate or help at all non-hosted meets that their swimmer attends. OSC needs help from other clubs to run its meets and other clubs need OSC's help in turn. A well-run meet benefit everyone.
- Members shall earn points for volunteering for positions at swim meets hosted by other clubs in an amount equal to what they would have earned if they had volunteered for those same positions at an OSC hosted meet.