



## **Shakopee Youth Hockey Association Volunteer Policy**



### **Volunteer requirements:**

- A minimum of 18 hours per family is required between August 1 and March 31 of each hockey season.
  - Exception - Families with their **ONLY** player(s) in the following situations:
    - Rookies - No volunteer hours required
    - First year of Mites/6U/8U ONLY are required to volunteer for 9 hours
      - If you have another player(s) at a higher level, you are required to complete 18 hours.
    - Families with their only player(s) at the Jr. Gold Levels are only required to complete 9 volunteer hours.
  - Scholarship families will need to complete 36 hours
  - Injuries or other season-ending matters will be subject to approval by the SYHA Board.
- \*\* Hours are subject to change based on the city's request for operating hours and events.

### **Buyout and Deposit**

- A card must be on file before the first scheduled ice time. If the minimum of 18 hours (9 hours or 36 hours, depending on your skater) has been completed by March 31<sup>st</sup>, your account will be marked completed. If less than 18 hours (9 hours or 36 hours, depending on your skater) are not completed, the card on file will be charged.
- The \$1000 Buyout option may be chosen during the online registration process or prior first scheduled ice time and charged to the card on file.

### **Volunteer Opportunities**

- Volunteer opportunities and sign-up of these hours must be completed online through Crossbar (the online volunteer program) on the SYHA website. Hours will not be granted for shifts that are not listed online unless approved by the SYHA Board.
- Concession Stand Hours must be worked by a member over the age of 15.
- Hosted Tournament/Playoff Hours, such as Gamesheet, Clock, and Penalty box hours, must be worked by someone over the age of 18.
- Other volunteer opportunities are subject to SYHA Board approval when determining the appropriate age of the volunteer worker.
- Hours can be transferred or shared with other SYHA families once you have completed your family's requirement. Please contact the Volunteer Coordinator for assistance.
- All association positions must claim their Volunteer opportunity for their position.
- 18 hours are granted to the following:
  - Board members
  - Mite Coaches
  - Travel Team Coaches (max of 4 coaches per team, or can split up hours as needed if more than 4)
  - Traveling Team Manager (18 hours allowable per team may split up)
  - Webmaster
  - Registration Coordinator
  - Boys & Girls Coordinators
  - D6 Rep
  - HDC Members
  - Volunteer Coordinator
  - Concessions Manager
  - SKATE Coordinator
  - Gambling Manager
  - Equipment Manager
  - Fundraising Coordinator
  - Tournament Coordinator
  - Mite Off-Ice Coordinator



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- Additional hours will be credited for the following:
  - Concession Stand
  - Mite Team manager (9 hours)
  - Tournament Shifts
  - Other opportunities as approved by the Board

### **Changing Shifts or No Shows**

- Any cancellations or changes must be made through the Volunteer tab on SYHA.
- All sessions lock at 10 days before the scheduled shift, and it is the family's responsibility to find their own replacement.
- Emergency cancellations, please reach out to the Volunteer Coordinator or a member of the Board.
- Failure to work a shift will require that shift to be made up, plus the completion of 4 additional hours. If a second shift is missed, there is a possibility that your card will be charged the \$1000 requirement.