

VOLUNTARY PARTICIPATORY POLICY 2022 - 2023

Why do we need you as a volunteer?

CNSL is a non-profit organization managed by a Board of directors composed of parents-volunteers.

Competitive swimming is a sport that requires a lot of the parents' involvement. When hosting a swim meet, at least 40 volunteers are needed for various positions of officiating and supporting. You are therefore essential to the good running of the competition!

Your participation helps to improve the development of our swimmers, especially your own kids. In addition, hosting a home-based competition generates revenue for CNSL. These revenues help to fund the Club's social activities, external meets and to reduce the fees charged to parents.

Without your involvement as a volunteer-participant, there will be no competition!

Voluntary Participatory Policy at CNSL

As such, CNSL charges each family:

1. A deposit in the amount of **\$300 volunteer credit per family**, payable at the beginning of the season in the registration fee, in exchange for **volunteer contributions** during the season. CNSL will reimburse this deposit in proportion to your participation as a volunteer.
2. **A minimum of 60% (or 180\$) voluntary participants must be performed during swim meets or events held by the CNSL.** We do however encourage CNSL families to offer their services to competitions hosted by other clubs. Only voluntary participation in external competitions as an official position (Timer, Judges, Starter, Scorer and Referee) will be reimbursed for your participation in sessions organized by other swim clubs.
3. The **timekeeper clinic** is **mandatory** for at least one member of each family (13 years of age or older). This course is held several times during the year by CNSL officials. The schedule will be sent out by email and posted on the CNSL website so that you can plan ahead.

Here are some examples of voluntary activities:

| Activities | Refund |
|---|---|
| Administrative activities | |
| Member of the Board of Directors of CNSL | 100% refund with your active participation during a whole season |
| Person responsible for the CNSL treasury | 100% refund with your active participation during a whole season |
| Person responsible for payroll CNSL employees | 100% refund with your active participation during a whole season |
| Person responsible for maintaining the CNSL website - webmaster | 100% refund with your active participation during a whole season |
| Representative of the CNSL during meetings of the ANLSL regional league | 30\$/meeting Plan for a meeting every 2 months in the evening of the week |
| Person responsible for the management of officials and volunteers CNSL | 100% refund with your active participation during a whole season |
| Person responsible for managing the swim accounts of CNSL swimmers | 100% refund with your active participation during a whole season |
| Person in charge of the CNSL clothing line (T-shirts, hoodie, trousers, swim caps etc.), discounts with traders, etc. (very busy in the months of September and October). | 100% refund with your active participation during a whole season |
| Officiating positions at each competition | |
| <p>All members of the family can act as official during a competition. Several positions are available according to your qualifications and your interests:</p> <ul style="list-style-type: none"> • Officiating positions (*): Timer, Chief Timer, Inspector of Turns, Judge of Strokes, Clerk of course, Chief Finish Judge, Chief Judge Electronics, Recorder - Scorer, Starter, Referee • Meet Manager • Runner, Marshall, Safety Marshall • Announcer, Person in charge of medals ceremony | <p>50\$/member/session for a competition organized by CNSL</p> <p>30\$/member/session for a session organized by other clubs</p> <p>(*): Functions refundable at an external competition.</p> |

| Activities | Refund |
|---|--|
| Attend an official clinic Level 2: Judge turn/Strokes judge, Chief Timer, Clerk of course, Starter, Chief Finish Judge/Electronic Judge, Recorder/Scorer, Meet Manager. | 25\$/clinic |
| The trainee program - Teach official clinics according to the Official Certification of Canada and Quebec, in French or English: <ul style="list-style-type: none"> ● Level 1 – Timer clinic: if you are certified Official Level 2 or higher; ● Level 2 clinics: if you are certified Official Level 3 or higher; ● Be a mentor: if you are certified Official Level 4 or higher. | 50\$/clinic |
| Various activities | |
| <ul style="list-style-type: none"> ● Involve in the organization of the ANLSL Swimming Gala – held in October. | 50\$ |
| Hospitality service for a swim meet: <ul style="list-style-type: none"> ● Plan food and accessories purchases; ● Food preparation; ● Setting up the local for Officials; ● Distribute food to volunteers and coaches during the competition; ● Decoration of the pool before the competition and dismantling of the decorations after the competition; ● Welcoming swimmers and parents during the competition. | 50\$/session (only at the events organized by CNSL) |
| To provide or to obtain a sponsorship in money or in products intended for hospitality, the gifts for a competition or social activity. | Equivalent value (1\$ in sponsorship represents 1\$ volunteer) |
| Act as a photographer (to be determined in advance with the CNSL for credit): <ul style="list-style-type: none"> ● CNSL group photos (beginning of season) ● photos during competitions ● photos during the medal ceremony | 50\$/session (only at the events organized by CNSL) |
| Plan, organize and get involved in the events or social activities of the Club (Christmas, end of year BBQ party, etc.): <ul style="list-style-type: none"> ● Buy gifts for the Christmas competition or prizes for games at the end of season BBQ. ● Organize and order the trophies and plaques for the season's CNSL awards | 50\$/activity (only at the events organized by CNSL) |
| Deal with the logistics of out of town competitions: planning of accommodation, meals, transportation, etc... Be a parent-guide for swimmers at out of town competitions: driver, chaperone, etc... | 50\$/day (only at the competitions where CNSL swimmers need to travel and sleepover) |

Additional Information

A Session during a swim meet usually lasts between 3-4 hours (sometimes a little longer). "Regional" competitions are for swimmers 10 and under. "Age group" meets target swimmers aged 11 and over and include between 2 and 8 sessions. For the "Championships", there are "preliminary" sessions in the morning and "final" sessions in the early evening.

REGISTRATION In order to receive a credit, volunteers and officials must inform the CNSL manager of their availability and the desired official's position. At the swim meet, the volunteers give their presence to the officials in charge as soon as they arrive at the official local.

PUNCTUALITY Hospitality volunteers as well as senior officials must be on site at the agreed time. At meets, it is usually required to report at least one hour in advance, i.e. when swimmers start warming-up, to receive relevant instructions of the position you will occupy. You must remain at your position for the duration of the session and be attentive. Cell phones are forbidden on the pool deck. Parents who are replaced due to delays or who do not stay for the duration of the session will not be able to claim the volunteer credit for the event.

OFFICIAL DRESSING CODE Swimming Federation of Quebec asks officials to wear, during swim meets, black skirt/shorts/pants, a white shirt for Timers and Chief Timers officials, and a red shirt for all other officials, and sandals or comfortable shoes that can be wet. As an option, CNSL also offers high quality official jerseys with CNSL logo for 30\$.



White Shirt
Timekeepers &
Chief Timekeepers



Black Pants / Shorts / Skirt
Black Shoes



Red Polo
All Other Officials

BENEFITS Time goes by much faster when you are busy with a task. You can have closer contact with your child on the pool deck. The organizing committee will provide breakfast, meals or snacks during the swim meets. You will have fun while working in pleasant company and will be able to exchange with other parents by making new acquaintances. More importantly, as an essential service in competition, you help our swimmers especially yours to excel in their sport.

You can contact us anytime at officiels.cnsl@gmail.com.

Thank you for your involvement as a volunteer-participative!