



## Verona Lacrosse Club Volunteer Policy

The Verona Lacrosse Club (VLC) is a volunteer organization, which requires the participation of its members' families to ensure its success. Numerous volunteer opportunities are identified on the VLC website under Volunteer Info (left menu bar).

### **Volunteer Guidelines.**

- The minimum volunteer commitment is 6 hours for one registered player, 10 hours for two registered players and 14 hours for three or more registered players. Each volunteer hour is valued at \$25.
- There are numerous game and non-game volunteer opportunities.
- Families completing non-league game activities, such as field striping, fundraising, etc., should track these hours accordingly.
- Youth Parent Reps and HS Team Managers will coordinate game day volunteering opportunities.
- The system used for tracking volunteer hours will be communicated to parents by their Youth Parent Rep or HS Team Manager. Alternatively, parents will be asked to track volunteer hours using the VLC Volunteer Tracker Form (p. 2)
- Youth Parent Reps and HS Team Managers may implement and assign team-specific volunteer commitment deadlines to ensure volunteer commitments are met.
- Volunteer opportunities for a family can be fulfilled by players 16 years or older or by players younger than 16 if under the supervision of a parent or guardian. Requests for exceptions to these age limit requirements may be granted by the Youth Parent Rep and/or HS Team Manager.
- Families unsure of the status of their volunteer commitment should contact their Youth Parent Rep and/or HS Team Manager for a status update.

**Buyout option.** Families who choose not to commit to volunteer hours for the league season can elect an upfront Volunteer Buyout option of \$150 for the first registered player, \$250 for two registered players, and \$350 for three or more registered players. Families choosing the Buyout Option should submit a check to payable to VLC to their Youth Parent Rep or HS Team Manager. Please write BUYOUT and your Player's Name in the memo line.

**Volunteer Deposit.** Families not choosing the Buyout option are required to provide a volunteer check deposit payable to VLC at the start of the season for each player. Total hours for a family can be divided equally among the players. The volunteer deposit will be held by the Youth Parent Rep or the HS Team Manager. The deposit check(s) will be returned/shredded at the end of the season once it is confirmed that volunteer requirements have been met. For any families where it is determined that the VLC volunteer requirement has not been met, VLC reserves the right to cash the volunteer deposit check, and in exchange, provide the family with a check from VLC reflecting the total of their volunteer deposit check less a rate of \$25 per hour for any unfilled volunteer hours.

**FOR VLC ... WE DON'T REALLY WANT YOUR MONEY,  
BUT WE DO NEED YOUR TIME TO ENSURE A SUCCESSFUL CLUB!**

# VLC Club Volunteer Deposit and Tracker Form

**ALL** parents should complete this form PRIOR TO THE SEASON START and turn into the Parent Rep for EACH player.

Player Name: \_\_\_\_\_

Team: \_\_\_\_\_

Parent Name: \_\_\_\_\_

Volunteer Hours for your Family: \_\_\_\_\_

Volunteer Hours for this Player: \_\_\_\_\_

Deposit Amount Provided for this Player: \$\_\_\_\_\_

If more than one player, this amount may be prorated accordingly.

Check Number: \_\_\_\_\_

At the end of season, please  Shred check  Return check

This is for a Buyout. I understand my check will be cashed and I will NOT have to volunteer this season.

EXEMPTION. I hold an exempt volunteer position and am exempt from providing a Volunteer Deposit for my player(s) (check applicable exemption position(s) on right):

**For Team Parent/Manager Use Only**

Hours Completed: \_\_\_\_\_

- Check Returned/Shredded
- Check Forwarded to VLC Board

**Volunteer Deposit Amounts:**

\$25 per volunteer hour

1 player: \$150 (6 hours)

2 players: \$250 (10 hours)

3 or more players: \$350 (14 hours)

**Exempt Volunteer Positions**

- |  |  |
|--|--|
| <input type="checkbox"/> Head/Asst Coach           | <input type="checkbox"/> President         |
| <input type="checkbox"/> Team Parent Rep           | <input type="checkbox"/> Vice President    |
| <input type="checkbox"/> Age Level Manager         | <input type="checkbox"/> Secretary         |
| <input type="checkbox"/> Youth Team RepCoordinator | <input type="checkbox"/> Treasurer         |
| <input type="checkbox"/> Fields Manager            | <input type="checkbox"/> HS/Youth Director |
| <input type="checkbox"/> Adopt-A-Field Painting    | <input type="checkbox"/> Youth Chair       |
| <input type="checkbox"/> Equipment Manager         | <input type="checkbox"/> Sponsorship Chair |
| <input type="checkbox"/> Fundraising Chair         | <input type="checkbox"/> Webmaster         |
| <input type="checkbox"/> Trivia Chair              | <input type="checkbox"/> Registrar         |
| <input type="checkbox"/> Spirit Wear Chair         | <input type="checkbox"/> BLA Rep           |
| <input type="checkbox"/> Social Media Manager      | <input type="checkbox"/> Graphic Design    |

**Please turn in the top portion of this form to your Parent Rep or Team Manager at the START of the season.**



**RETAIN BOTTOM PORTION FOR TRACKING OF VOLUNTEER HOURS**

Player Name: \_\_\_\_\_ Team: \_\_\_\_\_

DATE	VOLUNTEER ACTIVITY <small>Track any volunteer activity (game day, fundraising, field painting, etc.) or otherwise below</small>	HOURS
	<b>TOTAL</b>	

**Please turn in the bottom portion of this form to your Parent Rep or Team Manager at the END of the season.**