



## WESTSIDE AQUADUCKS FAMILY COMMITMENT 2010

Dear Members,

Westside Aquaducks Swimming is very fortunate to have a talented group of parents. It takes all of you to help keep our team running smoothly and efficiently. Just as is the case with any other team, Westside runs on volunteers. We need your participation and commitment to ensure our continued success. To help accomplish this task, we are requiring each family to take part in **Westside Aquaducks Family Commitment**.

From Jan 1<sup>st</sup> through December 31<sup>st</sup> of the calendar year, each family is required to work at least **12 hours** for the team in one capacity or another. When you work at one of our meets, fundraiser, or any other approved task, you will fill out a Volunteer Commitment Hours Form. On the form you will be asked to list the job you performed, the date you worked, and the hours you worked. To receive credit, all completed forms are to be placed in the red folder marked VOLUNTEER COMMITMENT HOURS located in the file cabinet at the pool within two weeks of the hours worked. Volunteer Commitment Hours forms may be downloaded from the Aquaducks website; <http://www.westsideaquaducks.com/volunteers.html>

If you prefer not to work these hours, you have the option of paying your hours at \$15.00 per hour, or \$180.00 per year.

Once you have completed your family commitment hours for the year, we hope that you will continue to donate your time and talents in order to help us maintain the best environment and opportunities for your child and their teammates.

If your swimmer(s) is on inactive status for any period of time during the year, you will still be responsible for fulfilling your Family Commitment hours or the monetary equivalent.

**If your swimmer(s) LEAVES the team permanently and you have been with the team less than a year, your family commitment, or monetary equivalent, will be as follows:**

With the team 3 months or less = 3 hours (or \$45.00)

With the team 4 to 6 months = 6 hours (or \$90.00)

With the team 7 to 9 months = 9 hours (or \$135.00)

With the team 10 to 12 months = 12 hours, the full commitment (or \$180.00)

**If your swimmer(s) JOINS the team after the year has begun, your family commitment, or monetary equivalent, will be as follows:**

10 to 12 months remaining in the year = 12 hours, the full commitment (or \$180.00)

7 to 9 months remaining in the year = 9 hours (or \$135.00)

4 to 6 months remaining in the year = 6 hours (or \$90.00)

3 months or less remaining in the year = 3 hours (or \$45.00)

Thank You,

*Westside Aquaducks Board*



## FAMILY COMMITMENT HOURS AGREEMENT

Each family is required to provide a minimum of 12 Family Commitment Hours per swim year (Jan 1 – Dec 31). Family Commitment Hours can be met in a variety of ways including, but not limited to the attached listing.

Families who fail to complete the 12 Family Commitment Hours by the end of the swim year (Dec. 31st) will be charged a \$15.00 per hour fee for un-served hours. Any exceptions must be approved by the Westside Aquaducks Board of Directors. Families who do not wish to work the 12 hours may pay \$180.00 at any time during the swim year.

**Please complete this form and return to the Westside Board via mail:**

Westside Aquaducks  
PO Box 1084,  
Petaluma CA 94953

Name : \_\_\_\_\_ Date: \_\_\_\_\_

Swimmer (s): \_\_\_\_\_  
\_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

*\*Phone number and email will be used for team communication only.*

\_\_\_\_\_ Our family chooses to perform the required minimum of 12 Family Commitment Hours.

\_\_\_\_\_ Our Family has chosen to enclose a \$180.00 check to fulfill our required hours.

Signature: \_\_\_\_\_ Date \_\_\_\_\_

*Note: the above information assists us with volunteer planning for the coming swim season. You may at any time re-allocate your hours/payment to accommodate changes.*



# WESTSIDE AQUADUCKS VOLUNTEERS NEEDED

## COMMUNICATIONS/PUBLICITY

- **Newspaper/Media:** Promotion of team, collect information for or write articles for the local newspapers

## MEMBERSHIP/SOCIAL COMMITTEE

- **Group Parent:** help your group coach to organize group activities, help new families get acquainted and keep informed of group activities via email or phone tree.
- **Team Events planner:** help plan picture day, outside activities and annual potluck
- **Team Apparel:** organize sales of all team apparel, jackets, suits, bags etc. and collect funds

## SWIM MEETS

- Timing at swim meets can count for up to 4 hours per year in Volunteer Commitment Hours

## WESTSIDE SPONSORED SWIM MEETS

- **Meet Director(s):** oversee and direct all meet committees of Westside meets
- **Meet Committee:** organize, encourage and educate team parents to volunteer for various meet positions
- **Snack bar:** help to organize set-up, purchase items for sale and organize crew of other volunteers to work at Westside meets
- **Hospitality:** help create and distribute meals and snacks for coaches and officials during Westside meets
- **Clerk of Course:** help organize information regarding swim meet participants before and during Westside meets
- **Meet Program:** put together the meet program with swimmers and advertisements for Westside meets
- **Officials:** become a meet marshal, head timer, stroke and turn official, starter or referee, learn to operate the Colorado timing system and work with the computers, head timer and runners
- **Runner:** transport information from the timers to the Colorado table after each event at a Westside meet
- **Awards:** order, prepare and distribute awards for meets, inter-squad events.

## FUNDRAISING

- **Lap-A-Thon** (*quack a thon*) (*duck a thon*), annual team fundraising event. Work with coaches to set incentives, distribute collection packets, organize lap counters, count laps, and collect funds
- **Sponsorship Committee:** help keep track of our team sponsors, recruit new sponsors, order sponsor banners
- **Planning Committee:** work with coaches as needed to organize and plan new fundraising activities.

## BE CREATIVE!

Our team always needs people who think outside the box. If you have skills, interests, and ideas about furthering the goals of the team, you can create your own volunteer job! **We welcome any and all ideas!**

Please contact a Westside Board member regarding questions regarding volunteer work.

2010

WESTSIDE



AQUADUCKS

Family Volunteer Commitment Hours

Date \_\_\_\_\_

Name \_\_\_\_\_

Date Worked \_\_\_\_\_ Hours Worked \_\_\_\_\_ Job

Performed \_\_\_\_\_

Within two weeks after fulfilling any service hours, fill out and turn in your volunteer hours form. Once completed, place your form in the RED Volunteer Commitment Hours folder which is located in the top drawer of the file cabinet at the PHS pool to ensure that you get credit. Any forms received after two weeks may not receive credit for hours served.

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