

## **Orca Volunteer Policy**

The Terra Linda Orcas are a Parent Volunteer Organization. A successful season of meets and events depends completely upon parent volunteer participation. It takes over 100 volunteers to host a swim meet and over 60 volunteers to staff a social event.

**This means that during the course of the season, up to 1,200 volunteers will be needed to fill all of the volunteer positions!! Each and every family will be required to fulfill a minimum level of volunteer commitments as determined by the Board of Directors based on the number of family registrations, number of home meets and other scheduled events.**

The Orca Board of Directors has established the following policy:

1. It is each family's responsibility to sign up for the minimum number of commitments as required by the Board.
2. Once committed, it is that family's responsibility to make sure they fulfill their commitments on a timely and complete basis.
3. If a family discovers that they are unable to fulfill a commitment, it is that family's responsibility to find an adequate replacement and to notify the volunteer coordinator of any change.

**In keeping with the volunteer policy of other teams in the Marin Swim League, and to ensure compliance with the above policies, the Board of Directors has established the following policies:**

- **No Show Fine:** Each family is required to give a credit card number to be kept on file in a safety deposit box at our bank, when registering/signing up for the season. A strict No Show penalty fine of \$75 will be assessed to your credit card for each occurrence. If this action is necessary you will notified in writing. If these commitments and fines remain unresolved at the end of the season, the family will need to pay the fines before joining the Orcas the following year.

Continued failure to comply with your volunteer obligations can result in removal from the team. Matters of removal are within the sole discretion of the ORCA Board Directors.

- **Buy-out Fee:** For those parents who are unable to fulfill their volunteer commitment requirement, they may opt to pay a buy-out of \$400.00 per family upon registration. *Note: All Star and Championship meets are not included in this fee. Parents of swimmers in these meets agree to volunteer as needed.*