



# EMHA Volunteer Bond Policy

**May 2017**

## **Purpose**

The purpose of the EMHA Volunteer Bond Program is to encourage all Association members to become actively involved in the operation and success of the Association.

## **Overview**

The Essa Minor Hockey Association (EMHA) has a membership of approximately 221 players between the ages of 4 and 17 years old assigned to 15 teams playing over 360 scheduled games. Many of our Association members are unaware of just how much volunteer work and fundraising is necessary to operate a quality hockey program. EMHA is run completely by volunteers. We have no paid positions. Although not everyone has the hockey experience and skills to volunteer for on-ice roles, there are many other roles that contribute greatly to the success of our Association, including organizing tournaments, timekeeping, special committees/projects and fundraising opportunities like our Golf Tournament in September or our Youth Dances. The Volunteer Bond Program has been introduced to encourage Association members to step forward and get involved and to keep registration fees as low as possible. Without the help of volunteers, the cost to operate EMHA would be substantially higher. Every family with a registered player in EMHA must provide a post-dated cheque for the Volunteer Bond; that includes coaches, team staff and the members of the EMHA Executive.

- Bond is \$200 for everyone
- All Bond cheques are postdated for September 30, 2017 if you have not completed your Bond by Feb 28, 2018 your cheque will be cashed.
- Tyke and above are required to do 10 points and Timbits will be required to do 6 points. As a family with more than one child in hockey you will be required to complete the point allowance for your oldest child.
- If you are a member of the bench staff (Head Coach, Assistant Coach, Trainer or Assistant Trainer) or team staff (Team Manager, Assistant Manager, away jerseys or home jerseys) or an Executive member you will earn Bond Points.
- A list of approved volunteer roles can be found on page 3.
- Please keep in mind you must be 14 years old to participate in the completion of Bond points.
- Bond points are non-transferable.
- Additional opportunities for bond points will be posted on our website [www.essaminorhockey.com](http://www.essaminorhockey.com) throughout the year. If at any time you would like more information about Bond please contact Bond Director Brian [bond.dir@essaminorhockey.com](mailto:bond.dir@essaminorhockey.com)



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## Frequently Asked Questions

- **Q.** Why is there a bond?
- **A.** The Bond Program was introduced to encourage Association members to step forward and get involved.
- **Q.** I don't want to volunteer or I'm really busy, do I have to volunteer?
- **A.** No. You can opt out of volunteering. Just complete the Volunteer Bond Agreement on Opening Day. You select that you not participating in Bond and submit your cheque in the amount of \$200.
- **Q.** If I help out with my child's team do I have to complete more bond points?
- **A.** The amount of points that you earn for helping with your child's team will be determined by the role you take on. Head Coaches do not need to do anything further. Different roles are worth different points values. A detailed explanation of Bond Point Values will be posted on our website [www.essaminorhockey.com](http://www.essaminorhockey.com) in August.
- **Q.** How many points will I have to complete this year?
- **A.** Timbits = 6 points, Tyke & all other teams = 10 points.
- **Q.** Why do I have to complete bond hours?
- **A.** Each season, Essa Minor Hockey operates special events like dances, tournaments and other fundraising activities. By doing special events this can help reduce the cost of hockey registration fees for your child. In turn, EMHA relies on the efforts of all families to ensure that these events are a great success. By working a few hours at the events, you are helping to keep registration costs down for your child.
- **Q.** I don't want to give the Association a cheque for \$200 for the bond.
- **A.** The Volunteer Bond is mandatory for all members to remain in good standings with the association. Unfortunately your family member(s) will not be able to skate until the Association receives a cheque. We will cash your cheque immediately if you chose to opt out or we will hold your cheque until you complete your Bond if you chose to participate.
- **Q.** If I only complete 6 of my 10 points, will you still cash my cheque?
- **A.** Yes
- **Q.** Can I work off my bond next year?
- **A.** No, we need volunteers every season, we are working only for this year. Once this year closes March 30, 2018 and we move into the next season, you can begin to work off your bond before the next season starts.



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## **Approved Volunteer Roles**

It is up to each family to ensure that they full fill their volunteer obligation and to retain records of their approved volunteer hours. Receipts will be issued by the Event Co-ordinator or Team Manager (for gate and timekeeping). Retain your receipts and submit with your completed return form upon completion of your Bond to have your cheque returned to you.

### **Yearly Positions**

Head Coach – 10 points  
Assistant Coach – 10 points  
Trainer – 10 points  
Home Jerseys – 10 points  
Away Jerseys – 10 points  
Team Manager – 10 points  
Executive – 10 points  
On Ice Helper – 10 points

### **Per Game or Practice**

Gate Fees – 1 point/game  
Timekeeping – 1 point/game

### **Per Hour**

Volunteer with Tournament Director at a Tournament – 1 point/hr  
Volunteer at Youth Dances – 1 point/hr  
Volunteer at Photo Night – 1 point/hr



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## **Opting Out**

Families choosing to opt out of the volunteer bond program may do so at the time of registration by submitting a cheque for \$200 with a current date, or, no later than September 30, 2017. The EMHA administration must be informed of the parent's intent to opt out of the program on the EMHA Bond Agreement Form which you will sign on opening day.

## **Process:**

Each family will be required to provide a post-dated cheque in the amount of \$200, payable to EMHA, dated September 30, 2017.

Cheques will be collected at the time of registration

Cheques must be submitted to be able to go on the ice.

Cheques will be returned to those families who complete their bond by the end of the season.

Volunteers who do not fulfill their hours will have their cheque cashed. If a bond cheque is returned due to insufficient funds, an additional administration fee of \$25.00 will be due.

Only designated, approved members, leading events, will be eligible to sign off and verify volunteer hours worked. Once a member has enough hours they will submit a Bond Refund Request (available on our website).

Each month the bond Cheques will be returned to members who have completed their bond and submitted their request form.

If at any time you have questions about the bond program please contact

[Bond.dir@essaminorhockey.com](mailto:Bond.dir@essaminorhockey.com).

Thank you and we look forward to another successful season.

*The Essa Minor Hockey Executive*



# Essa Minor Hockey Association

## Volunteer Bond Return Form

<b>Parents Name and Phone #</b>	
<b>Player(s) Name and Team (list oldest to youngest)</b>	1.
	2.
	3.
	4.
<p>Bond Opportunities - Each family is required to earn <b>VOLUNTEER BOND CREDITS</b> with Essa Minor Hockey. Bond credits must be completed between April 2017 and March 2018.  <i>Each volunteer opportunity <b>must be verified by the person in charge of the event.</b></i>  <i>A member of the Executive committee <b>CANNOT</b> sign your form at the end of the season.</i></p>	
<p><b><u>Yearly Positions</u></b>          (Must still submit complete, signed form)          Head Coach – 10 points • Assistant Coach – 10 points • Trainer – 10 points          Assistant Trainer – 5 points • Home Jerseys – 5 points • Away Jerseys – 5 points          Team Manager – 5 points • Asst Team Manager – 5 points • Executive – 10 points          • On Ice Helper – 10 points</p>	
<p><b><u>Per Credit Volunteer Opportunities</u></b>          (Must submit a receipt accounting for each point)</p> <p>Gate Fees – 1 point/game          Timekeeping – 1 point/game          Volunteer at a Tournament – 1 point/hr          Volunteer at Youth Dances – 1 point/hr          Golf Tournament – 1 point/hr</p>	

**Bond Director:**  
 Brian McGonegal - [bond.dir@essaminorhockey.com](mailto:bond.dir@essaminorhockey.com)