

# 2020-2021 FALL/WINTER VOLUNTEER POSITIONS

Most years the requirements for volunteering were limited to STARSkate/Competitive sessions, but this year we will all be required to help during CANSkate as well. You will notice that everything is set up in blocks of 5-6 weeks - **if you are unable to attend one of the sessions to perform the volunteering it is your responsibility to find someone to perform your duty.** If you do not show up or have not arranged for a replacement you will be considered a “no show” and your volunteer credit will not be awarded.

## STARSkate/Competitive Music/Volunteer Tracking (onsite for entire session)

**\*Only required at STAR/Competitive Sessions**

### Music

Music is played during Dance, Skills, FreeSkate and Stroking sessions. Most of the music will be played off of an electronic tablet, but at times you may need to use the CD player as well. There is a binder where you will find detailed information and sheets to be completed for each session.

- Dance
  - Play the dance songs in order.
  - Skaters may request dances, but a coach's request will be played immediately even if the skaters request is still playing. Another coach's request will be played once the first coach's request is either finished or they signal they are done.
- Skills
  - Play the radio or suitable playlist. May also require playing specified sections of skater programs. Requests are taken in the order received, with coaches' requests having priority.
- Group Skills & Exercise
  - Play music as directed by the coaching team.
- Freeskate
  - If a skater's program has not been uploaded to the tablet they need to hand in their CD.
  - In the binder there will be instructions along with a list that has a rotational order in which you will play the skaters short and long programs.
- Stroking
  - Play the radio or suitable playlist.

### Volunteer Tracking:

- Record which volunteers complete the volunteer roles for the given session.
- There will be a form either printed or located on the tablet which will have the list of positions and who has signed up for that session.
- Indicate on the printed or electronic form that the volunteer has completed their requirement. Ask the person performing the duty their name, if unknown.
- It is the responsibility of the volunteer who signed up for the session to find a replacement if they will be absent. If the person that is performing the duty is there on behalf of the volunteer who originally signed up, please simply ask the volunteer and then check off the person who signed up as having completed that job.
- If the volunteer no showed and someone else stepped up to cover, the volunteer that no showed will not receive credit for that session. Credit will go to the member who completed the task.

**COVID Sign-in** (15 Minutes per session)

- 1 position required at STAR/competitive sessions
- 2 positions required at CANSkate sessions
- At the beginning of every session you will be required to take sign in as required by the protocol outlined by Skate Manitoba.
- The facilities will allow entrance 15 minute prior to ice time designated in the brochure. Please arrive in time to admit everyone.

**COVID Cleaning** (15 Minutes per session)

- Required at either STAR/Competitive or CANSkate sessions
- Under the direction of the coaching staff you will be required to assist in cleaning various high contact surfaces as per the protocol outlined by Skate Manitoba or the facility.

**CANSkate Door Attendant/Volunteer tracking** (on site for entire session)

**\*Only required for CANSkate (1 position)**

**Door attendant:**

- During CANSkate a volunteer is required to direct the CANSkaters to the correct areas and to ensure the proper distance is managed with young ones.

**Volunteer tracking:**

- Record which volunteers complete the volunteer roles for the given session.
- There will be a form either printed or located on the tablet which will have the list of positions and who has signed up for that session.
- Indicate on the printed or electronic form that the volunteer has completed their requirement. Ask the person performing the duty their name, if unknown.
- It is the responsibility of the volunteer who signed up for the session to find a replacement if they will be absent. If the person that is performing the duty is there on behalf of the volunteer who originally signed up, please simply ask the volunteer and then check off the person who signed up as having completed that job.
- If the volunteer no showed and someone else stepped up to cover, the volunteer that no showed will not receive credit for that session. Credit will go to the member who completed the task.