

## Minneapolis Hockey Association Volunteer Policy

Minneapolis Hockey Association (MHA) depends on volunteers to help run the hockey operation and offset the cost of playing hockey for everyone. There are two types of volunteering: Team Volunteering and Association Volunteering, which are independent but complementary to each other. Families are expected to complete both.

### TEAM VOLUNTEERING

Team Volunteering benefits players and their teams. Team managers coordinate the volunteer needs of each team and will ask for volunteers to assist with duties such as:

- Monitoring the locker room
- Running the clock/scoreboard
- Working the penalty box doors
- Using the GameSheet app on an MHA iPad to score games
- Video recording, live streaming, and/or keeping statistics
- Filling unclaimed roles at MHA-hosted tournaments (see “Critical Tournament Roles” section)

Team Volunteering is not tracked through the DIBs system and does not count toward a family’s Association Volunteer Requirement. Moreover, a family cannot “opt out” of Team Volunteering.

### ASSOCIATION VOLUNTEERING

Association Volunteering benefits the entire association. Families are expected to volunteer a minimum number of hours as outlined below. If a family has multiple players, their requirement is based on their player with the most hours required.

Player Level	Association Volunteer Requirement
6U/Mighty-Mite	0 hours
8U/Mite	5 hours
10U/Squirt, 12U/PeeWee, 15U/Bantam	12 hours
Junior Gold	0 hours

**Example:** If a family has an 8U and a Peewee, their Association Volunteer Requirement is 12 hours.

During player registration, families subject to the Association Volunteer Requirement agree to complete the hours listed above or choose to pay a \$500 “buyout”. If your family does not complete its entire Association Volunteer Requirement (as tracked by the DIBs system) by the end of the season, you will receive an invoice for \$500, due by May 1. Families that do not complete their Association Volunteer Requirement or pay \$500 will not be allowed to participate in future Minneapolis Hockey activities.

**Partial credit is not given if the entire obligation is not fulfilled.** In addition, a family cannot “transfer” hours worked to another family.

**NOTE:** MHA does not intend for this policy to be a fundraiser; we need and prefer your time to make our program successful!

### ***Claiming Association Volunteer Opportunities through DIBs***

Association Volunteer opportunities primarily include helping at MHA-hosted tournaments and other Association events and activities. Examples include:

- Clock/announcer
- Scoreboard and music
- Site Supervisor
- Operating the penalty box
- Tournament set-up/clean up
- Team check-in
- Picture Day helper

Most Association Volunteer opportunities will be posted and tracked through DIBs. DIBs is an online tool that helps organize and manage volunteer opportunities by providing a platform to assign and claim those opportunities. Families are assigned a DIBs account when they register their players for the hockey season. They may earn hours toward their Association Volunteer Requirement by claiming and completing any opportunity posted at [mplshockey.com/dib\\_sessions](http://mplshockey.com/dib_sessions). (Note: You must log in to the website to claim a DIBs job or to track your family’s volunteer hours.)

Hours will be updated after each volunteer opportunity is claimed and completed. It is each family’s responsibility to ensure the DIBs system reflects their hours worked toward the Association Volunteer Requirement and contact the Volunteer Director if they have questions.

### ***Association Volunteer Opportunities Not Posted on DIBs***

Additional roles (which are not posted on DIBs) may earn hours towards the Association Volunteer Requirement. These must be approved by the MHA Board of Directors (BOD). The DIBs system will be updated by February 1st based on approval from the BOD member(s) who assigned the opportunity.

### ***Roles that Fulfill Association Volunteer Requirement***

The following roles fulfill their family’s entire Association Volunteer Requirement, since they require significant time commitment:

- Team Manager (10U/Squirt or older)
- Uniform Coordinator
- Equipment Swap Coordinator
- Rental Equipment Coordinator
- Tournament Coordinator
- Evaluations Coordinator
- Board Member

### ***Roles Earning 5 Hours towards Association Volunteer Requirement***

- 8U/Mite Team Manager

### ***Coaching Volunteer Credits***

- The Head Coach of each 10U/Squirt, 12U/Peewee and 15U/Bantam team fulfills their family's entire Association Volunteer Requirement.
- Each Head Coach of 10U/Squirt, 12U/Peewee and 15U/Bantam teams may distribute up to 48 hours of volunteer credits per team (equivalent to 4 additional coaches per team).
- The Girls Coordinator may distribute 20 hours of volunteer credit for each 6U/8U team (4 total coaches per team).
- The Mite Director may distribute 20 hours of volunteer credit for each Mighty-Mite/Mite team (4 total coaches per team).

Coaching at all levels requires a significant amount of time and is highly valued by the Association. The intent of this program is for full-season coaches to receive enough credit to fulfill their Association Volunteer Requirement. In the event that an individual is coaching at a level with a lower requirement than their family needs, an adjustment may be made to fulfill the requirement. **Example:** An individual is coaching an 8U team, and has an older child playing 12U. The Volunteer Director may adjust the 5 hours of credit received for coaching an 8U team to meet the family requirement of 12 hours.

Only registered coaches who participate for the full season are eligible to receive volunteer credits.

The DIBs system will be updated by February 1st based on approval from the Level Directors.

### ***Other Volunteer Credits***

The following roles are able to distribute volunteer credits to those who assist in their duties.

- Level Directors can distribute 12 hours per season.
- Team Managers (10U/Squirt, 12U/Peewee, 15U/Bantam) can distribute 12 hours per season.
- Hours can not be distributed for Team Volunteering roles, as defined above.

The DIBs system will be updated by February 1st based on approval from the relevant BOD member.

### ***Critical Tournament Roles***

Each tournament hosted by MHA has critical roles, which are posted on the DIBs system. To ensure these roles are filled, every 10U, Squirt, 12U, Peewee, 15U and Bantam team is assigned the "emergency" obligation to cover them if they are not claimed within 24 hours of the game. For example, the Peewee B1 team may be assigned all Saturday morning shifts of the game clock at the Minneapolis Cup. The Tournament Coordinator may call upon the team to find a volunteer to cover the critical role. This is a safeguard policy that we have not had to implement in several seasons.

Please contact the MHA Volunteer Director if you have questions on this policy or volunteer obligations and opportunities.