

Black Bear Family Volunteer Policy

>> [Time Tracking Form](#) <<

OVERVIEW

Black Bear Hockey is a 100% volunteer-run organization. In order to provide our athletes with the ice time, on-ice practice gear and equipment (pucks, cones, bumpers, etc.), tournament experiences, uniforms, and the other elements required to make their season successful, our hockey community has to work together.

While the volunteer Board of Directors and Committees work to manage the daily operations of the organization, there are many other needs for volunteers throughout the duration of the season.

EXPECTATIONS

So that our athletes have the experiences and funding they need to thrive, each family of an 8U Travel Mite up through our top-tier 14U team is expected to volunteer a total of **10 hours** during the season. The board reserves the right to require that some number of these hours be spent assisting with Black Bear Events and/or tournaments.

8U House Mite families are expected to volunteer **5 hours** during the season.

All 8U families are expected to help at the Ike Lee Tournament.

Intro to Hockey (learn to skate) participants are urged to volunteer for their team and practices.

Volunteer expectations are *per family*. Families with multiple players are not expected to go over 10 hours. Extended family members can volunteer on a player's behalf. You may also donate completed hours to another family.

**Board members, coaches, and all families are still expected to help with game day duties if additional help is needed, regardless of their primary volunteer role. If game day duties are not covered, then that will risk the game being cancelled and the team being charged for the ice.*

In addition to volunteer hours, each player is expected to sell **5 Cash Raffle tickets**.

VOLUNTEER OPPORTUNITIES

Note: As the following roles require significantly more than the 10-hour expectation, families volunteering in these positions are not required to track their hours on the time tracking sheet:

<ul style="list-style-type: none">• Board Member• Active Committee Member*• VSAHA State Representative• Registrar• Team Scheduler	<ul style="list-style-type: none">• Head Coach• Assistant Coach• Parent Rep/Team Manager• Active Locker Room Monitor**
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*Activity approved/confirmed by committee head and board of directors

**Activity approved/confirmed by parent rep and head coach

For families not participating in one of the roles above, the following options are available to complete your volunteer expectations:

1. Run the game clock (1 hour per game).
2. 8U practice assistant - off-ice assistance with skate tying, getting bumpers and nets on and off the ice, etc. (record your time).
3. Record the game score and complete the required game sheet (1 hour per game).
4. Volunteer at a Fundraising Event (i.e. Cornhole Tournament, Friday Night Lights, Calcutta, 50/50 ticket sales at Norwich or High School games, etc.). This could span from working an admissions table, selling 50/50 or raffle tickets, event set up/clean up, etc. (record your time).
5. Volunteer at a Black Bear Hockey-sponsored tournament. Duties could include but are not limited to: set up/clean up, and tournament game day duties (i.e., penalty box, clock, score sheet, admissions table, etc.). (Record your time.)
6. Volunteer at a Try Hockey for Free event (record your time).
7. Older and eligible siblings volunteering to be puck throwers for 8U House and Travel Mite games. (1 hour per game, except for jamborees, in which case, record your time.) **LINK WILL BE UPDATED AT START OF SEASON**
8. Various other volunteering opportunities are posted throughout the season. (Record your time).

9. Cash Raffle Ticket sales: You will be credited 1 volunteer hour for every 5 tickets sold beyond your initial 5.
10. Sponsor the Black Bears or find a sponsor. For every \$50 in sponsorships/donations you bring in, you can deduct 1 hour of volunteer time requirement (for example, if you find a sponsor for your team's Friday Night Lights game at \$500, deduct 10 hours from your total).

OPT-OUT

You may choose to opt out of the volunteer expectations by paying a fee of \$475. Please contact our [treasurer](#) to arrange for payment.

You may opt out of some of your volunteer hours by paying a fee of \$50/hour.

If you do not fulfill your volunteering requirements by the end of the season, you will be billed \$50/hr for each hour not completed. Any outstanding balance for hours owed will prevent your player from registering for the following season until that balance is paid. Any outstanding balance for hours needs to be paid by March 15.

RECORDING & REPORTING OF VOLUNTEER HOURS

All volunteer hours must be logged using this [form](#). Once you have completed your hours, please provide a signed copy to your parent rep/team manager.

Volunteer Sheets are due no later than February 1st. A reminder will be sent to all Parent Reps before the deadline.

CHANGES TO THIS POLICY

Black Bear Hockey reserves the right to make changes to this policy at any time. Any changes to this policy will be posted on the Black Bear Hockey website.

Updated 06/2025

Expect additional changes prior to the 2026-2027 season