



## Minneapolis Hockey Volunteer Policy

Minneapolis Hockey depends on volunteers to help run our hockey operation and to help offset the cost of playing hockey for all players. Please read the Minneapolis Hockey Volunteer Policy and complete the Volunteer Agreement during the online registration process.

There are two types of volunteering:

1. **Association Volunteering** that benefits every player in the association. Most Association Volunteering opportunities are posted on the "DIBS" page of the Minneapolis Hockey Association (MHA) web site and are tracked through our "DIBS" jobs-posting system. Volunteering opportunities not posted in "DIBS" must be approved by the MHA Board of Directors.  
[http://www.mplshockey.com/dib\\_sessions](http://www.mplshockey.com/dib_sessions)
2. **Team Volunteering** that benefits your players team(s) and benefits every player on the team (clock/score book/penalty box/locker room monitor). Team Managers coordinate the volunteering needs of the team. **Team Volunteering is not tracked through our DIBS jobs-posting system and does not count towards your association volunteering requirements.**

### Association Volunteering:

At registration, MHA will charge your credit card \$1.00 as a deposit towards your Association Volunteering obligation. In May of 2018, MPLS Hockey will charge the credit card on file for any family who has not completed the minimum Association Volunteering obligation per family, as tracked in DIBS. The family obligations are outlined below. The amount charged will be an additional \$499 per player or \$749 maximum per family from each family who has Mite/8U through Bantam/15U/Junior Gold players. Families may opt out of Association Volunteering during the registration process. By opting out of Association Volunteering, or by not completing the ENTIRE obligation, your credit card will be charged. Partial credit is not given if the entire obligation is not fulfilled. In addition, families cannot "transfer" hours worked to another family. Please note: Minneapolis Hockey does not intend for this policy to be a fund raiser...we need and prefer your time helping us with our program!

### Association Volunteering Obligation per FAMILY:

- **Families whose oldest player is a Mighty Mite or 6U (girl):** No Obligation. You do not need to complete a Volunteer Agreement; however, your volunteering is very much appreciated.

- **Families whose oldest Player is a Mite or 8U:** 8 Total Hours of Association Volunteering
- **Families whose oldest Player is Squirt/10U or older:** 15 Total Hours of Association Volunteering

**Claiming “Association Volunteering” Opportunities:** "Dibs" is an online tool that helps keep members organized by providing a platform to assign and claim responsibility. You may complete your family's volunteering obligation by claiming any opportunity posted on the “DIBS” page of our web site. Volunteering opportunities in the tournaments that we sponsor and in our concessions stand, and other opportunities, are posted throughout the season. It is each family’s responsibility to ensure their completed Association Volunteering opportunities are visible in their DIBS account.

**Note about volunteering at tournaments:** *Each of our tournaments have critical jobs that must be filled in order to conduct the tournament itself. To ensure critical jobs are filled, every Squirt/10U through Bantam/15U/Junior Gold team is assigned the “emergency” obligation to cover critical jobs at tournaments in the event a critical DIBS job is not claimed. For example, the Squirt A team may be assigned all Saturday morning shifts of the game clock (a critical job) at the Minneapolis Cup tournament. In the event the DIBS game clock jobs are not claimed within 24 hours of the game, the Minneapolis Cup Tournament Director may call upon the Squirt A team to find/offer - a volunteer from the Squirt A team. Please understand that this is a safeguard policy. Thanks to our generous volunteers, we have not had a need to implement this policy in the last three seasons.*

There are some volunteering positions that qualify for full credit for the Association volunteering obligation because they are positions requiring heavy time commitment. Each of the below positions qualify for **FULL CREDIT** toward the Association Volunteering Obligation:

1. Head Coach (Mite/8U or older)
2. Head Team Manager (Squirt/10U or older)
3. Board Member
4. Concession Manager
5. Age-level Coordinator
6. Tournament Coordinator
7. Clinic/Tryout Coordinator

In addition, key leaders will be given Association Volunteering credit to distribute in any increment, at their sole discretion, to the volunteer(s) that assist in their duties. These key leaders will submit the names of the credit recipients to the Volunteer Coordinator in mid-January.

1. **Age-level Coordinators** may issue 15 hours of Association Volunteering credit among those who assist in their duties.
2. **Head Coaches** of all Mite/8U teams may issue 24 hours of Association Volunteering credit among the registered assistant coaches on their team.
3. **Head Coaches** of all Squirt/10U through Bantam/14U/Junior Gold teams may issue 45 hours of Association Volunteering credit among the registered assistant coaches on their team.
4. **Head Team Managers** for Squirt/10U through Bantam/14U/Junior Gold teams may issue 15 hours of Association Volunteering credit to registered “assistant team managers” on their team

Some volunteering positions qualify for partial credit for the Association Volunteering obligation. Each of the below positions qualify for 8 **HOURS CREDIT** toward the Association Volunteering Obligation, regardless of how many hours are worked. Families who successfully volunteered in these positions in the previous season are given the right of first refusal of these positions the next season. Each family will receive a maximum of 8 hours credit:

1. Association Registration Coordinator
2. Association Mouth Guard Program Coordinator
3. Association Team Pictures Coordinator
4. Head Coach for Mighty Mite/6U team
5. Mite/8U Team Manager
6. 8U Jamboree Coordinator

### **Finding and Tracking Association Volunteer Opportunities:**

Families will automatically be signed up for a DIBS account when they register their player(s). Families can claim DIBS "jobs" that are posted on the "DIBS" page of the Minneapolis Hockey web site. Credit will be given to the family once each job is claimed and completed. Families can track their credited hours through the "DIBS" page of the Minneapolis Hockey web site (Note: You must "log in" to the web site in order to claim a DIBS job or to track your family's volunteer hours). 100% of our Association Volunteer hours will be posted on the Volunteer Opps page and tracked through DIBS. Occasionally, other "projects" arise that require dedicated volunteers. If you volunteer for a "project" that is not posted on DIBS you will need to send an email to the Volunteer Coordinator (found on the Board page of the web site) explaining your job, hours worked and the project leader that assigned the hours. All "projects" must be pre-approved by the Minneapolis Hockey Board. Through DIBS, all hours credited will be visible. It is each family's obligation to make sure credit for hours worked are tracked in DIBS. At the end of the season, only those hours tracked in DIBS will be credited to each Family.

### **Team Volunteering:**

Team Volunteering is not tracked on DIBS and does not count toward Association Volunteering credit. You cannot "opt out" of Team Volunteering. All families involved in Minneapolis Hockey are obligated to "fairly share" in the support of each player's team, high school concession program and tournament "emergency obligations." Each team is required to provide their own support-staff for their team games and team events. In addition, each team is obligated to work at the Parade Ice Gardens concession stand for 1 or 2 Minneapolis High School Hockey (boys and girls) or Totino Grace (girls) high school hockey games. Our Concession Manager schedules teams to work at high school games around each team's game and tournament schedule. Finally, each team will be assigned "emergency obligations" in the event Association Volunteers cannot be found for critical jobs at our fund raising tournaments including Minneapolis Cup (Thanksgiving Weekend), Minneapolis Winter Storm (Last weekend in January) and the District/Region/State tournaments that are hosted by Minneapolis Hockey. Below describes the various tasks of Team Volunteering and how the tasks are managed. Essentially, all parents on the team "pitch in to do their fair share" of the work needed to complete the tasks.

- **Team Games:** The Team Managers will ask for volunteers on the team to assist with team duties that may include running the clock at games, keeping score at games, working the penalty box doors at games. In addition, coaches may want volunteers to help keep statistics at games or video tape games. Also, every team may need volunteers to help at team-building events, team parties and team meals that are planned by parents.

**Concessions:** For the 2017-2018 teams **will not** be assigned to work at the home games of the Minneapolis High School Hockey (boys and girls) and Totino Grace (girls) high school games held at Parade Ice Gardens. These games will be put on DIBS and staffed by volunteers.

- **Tournaments:** The Minneapolis Hockey Tournament Directors will notify each team when they are assigned "Emergency Duty" for our fund raising tournaments. All critical jobs needed to run the tournament that are not claimed on the Dibs system will be filled by the assigned team. Each team will be responsible for a block of hours throughout the tournament and will only be called upon to fill the specific, **critical**, jobs if the critical job is not filled by Association Volunteers within 24 hours of the tournament game.

It's worth noting that those people who are given full or partial credit for Association Volunteering are expected to do their "fair share" of Team Volunteering as all other families on the team. In the spirit of Team Volunteering: We all need to pitch-in and carry our fair share of the work, rewards and fun of running a strong hockey association.

Please contact the Minneapolis Hockey Volunteer Coordinator if you have additional questions on the Minneapolis Hockey Volunteer Policy or Agreement.