

AAFSC Volunteer Information & Requirements

The Ann Arbor Figure Skating Club is a non-profit organization, that means we need YOUR help to make all of our events AMAZING! Being a member of the club means being a member of the community, and that means doing your part and putting in your volunteer hours. All AAFSC members are required to perform volunteer hours commensurate with their membership level according to the following chart:

- **Option 1A & 1B- 40 hours**
- **Option 2- 40 hours**
- **Introductory- 15 hours**
- **Second Club- 20 hours**
- **Collegiate- 15 hours**
- **Adult- 20 hours**
- **Senior- 0 hours**
- **Basic Skills- 0 hours**

As of June 11, 2019 any uncompleted volunteer hours for the 2018-2019 season will be assessed at \$5/uncompleted hour fee. Renewal of AAFSC membership is contingent on the completion of or payment for the previous year's volunteer hours.

Please NOTE: For the 2019-2020 season, uncompleted hours will be billed at the rate of \$10/uncompleted hour.

Please track your volunteer hours at Track It Forward at
<https://www.trackitforward.com/site/ann-arbor-fsc>

Volunteer Opportunities

- **Consignment Sale:** June- held alongside the annual Basic Skills Competition
- **Club Awards**
- **Club Publicity:** Act as lead public relations liaison between club and community
- **USFS Testing:** (Throughout season)
 - Assistant Test Chair- must be available week days
 - Play music for testing on a regular basis
- **Social Activities/Exhibitions**
 - Regionals/ Sectional Send Off Party- October
 - Synchro Send Off Party
 - Winter Exhibition- Mid December
 - MOI Inter-Show Party- March
- **Melody On Ice:** Annual Ice Show- March
 - Fundraising
 - Program/Ads
 - Tickets
 - Ushers
 - Costume Committee
 - Picture Night
 - Publicity
 - Decorations/Scenery
 - Backstage crew/ Set up

□ **Porter Synchronized Competition- December**

- Accounting
- Announcing
- Ushering/Admissions
- First- Aid
- Escorts- lead teams from locker room to ice
- Ice Monitoring- get teams on and off ice
- Parking
- Practice Ice Music Player
- Program/Advertising/Vendors
- Registration- during competition
- Set-up
- Clean up
- Judges set up and take down

□ **Basic Skills Competition- June**

- Accounting
- Award presenter
- First Aid
- Ice Monitoring
- Music and Announcing
- Registration- during Competition
- Runners
- Competitor Party
- Set-up and Clean up
- Clean up

□ **Springtime Invitational Competition- May**

- Accounting
- Announcing
- Award Presenters
- First-Aid
- Hospitality/Judges & Volunteers
- Ice Monitoring
- Music
- Practice Ice Registration
- Practice Ice Monitor
- Program Advertising and Vendors
- Registration- during Competition
- Runners
- Set-up
- Clean-up
- Transportation of Officials
- Judges Stands- set up and take down

ETHICS & GRIEVANCE COMMITTEE

- **Grievance & Disciplinary Committee:**
Investigate grievance complaints

NOMINATING COMMITTEE

- Responsible for submitting to the Board of Directors the names of persons with appropriate skills and good reputations to serve as directors, officers, and committee members of the club (January- April)

OPERATIONS & PLANNING COMMITTEE

- **Finance Committee:** Oversee the preparation of all statements, reports, returns, and audits of the Club's finances
- **Human Resources Committee:** Responsible for recruiting, interviewing, and recommending to the Board of Directors the hiring of professional skating instructors, management staff and other such personnel necessary to operate the club (throughout the season)
- **Communications Committee:** Facilitate communications between Board and membership; promote Club events and activities throughout the season.

GRANTS & SCHOLARSHIP FUND COMMITTEE

- **Sponsorship Subcommittee:** Develop sponsor funding for Club teams and programs throughout the season