

Service Hour Obligations

LAMVAC is a parent-run swim club that relies on **family participation** to keep our program strong and affordable. As such, **service hours are mandatory** for all families during the swim season (September–August).

Required Hours by Group

- **Tadpole:** No hours unless your swimmer participates in a swim meet. If your child is competing at a swim meet, you are encouraged to volunteer timing at the meet for, at least, two hours per day of the meet. If your child is competing in our Home Meet you are expected to volunteer a minimum of 6.5 hours per home meet.
- **Piranhas, Tiger Sharks, Juniors, Seniors: 25 hours** per family per year.
- For multiple swimmers, the higher group's requirement applies.
 - o If joining after **March**, 10 hours required.
If joining **June–August for the Summer Program**, no service hour requirement.
 - o Parents have to volunteer even if their child is not participating in the meet.

Service Hours (aka Volunteering) Opportunities

All families are required to work no less than **25 hours or 25 points** of service each year. On the average 1 hour is equal to 1 point of service. Regardless of which training group your child belongs to, parents are expected to participate. This is a great way to be involved in your child's swimming life and is good swim parent citizenship. We train and support our parents so taking on any job should be a fun experience. Other service opportunities are published via email and website.

The service hours are divided into three parts: home meets and other events.

I. **Home Meets:**

- a. A mandatory 6.5 hours of service must be done during each of the two home meets, in 2026 they are scheduled in March and August (see [link](#) for exact schedule). Some positions may carry more weight (such as Meet Parking Marshalls), therefore satisfying more hours than others. Failing to fulfill these hours will result in penalty payable immediately. The penalty will not apply as credit towards unfulfilled service hours.
- b. Any service hours not completed will be charged to your account at a rate of **\$50 per hour**.

II. **Year-round Service Hour Opportunities (automatic 25 hours)**

- a. **Bookkeeping and Administration** – Assist the Treasurer, if you enjoy working with numbers and helping with member accounts.
- b. **Publicity** - Are you good with a camera? Know how to do local papers' press releases? Savvy with social media? This is for you.
- c. **Webmaster** – Are you good with running a website? The website needs maintenance and a tech savvy person will be able to do this job.
- d. **Board Member** - There are board positions that open up yearly, and are elected at the annual membership meeting in August. Openings can vary, but can include:

President, Secretary, Treasurer, First Vice-President (Meet Director), Second Vice-President (Membership Campaigns), Service Coordinator (Volunteers), Marketing Director, and Member-at-Large. This requires attending regular meetings every month or two, as well as additional meetings that may be called by the president. See a current board member about opportunities.

- e. **Swim Meet Official** - Parents are strongly encouraged to become Stroke and Turn Officials or Administrative Officer (AO) because the team is required to provide multiple Officials at every meet.
 - i. Officials must work a minimum of 8 sessions per year to cover their 25 credits.
 - ii. Time spent on the certification process counts as volunteer hours. A first-year Official will complete most of that year's volunteer credits through the certification process.
- f. **Special Committee Member.** When the board needs to form special committees, such as the Board Nominating Committee or Budget Committee, members may be contacted to assist.

III. Temporary Service Opportunities

- a. **Timing During Swim meets** – Parents can sign up for service hours when the meet announcement is posted. This usually opens within the week of a meet.
- b. **Special Assignments** – An announcement will be posted if a volunteer is needed for a specific project. i.e. maintain the team bulletin board, specific event volunteer, pick up mail, transport tents to and from swim meets.
- c. **Club events** - bringing food, setup, cleanup. Signups will be posted closer to each event.

Volunteering & Tracking Service Hours

Opportunities include:

- Club events (picnics, parties, fundraisers)
- **Home Meets:** *March Madness & Mayhem* (our largest need)

To receive credit:

- **Check in & out** with the Volunteer Coordinator (unrecorded hours will not count)
- Arrive **10 minutes early** for your shift.

No Service Hour Buyouts

Starting this year, during Home Meets, **families may no longer pay to cover unfulfilled hours.** All hours **must be completed.** A minimum of 6.5 volunteer hours per home meet is required for all families. If a family doesn't volunteer during our home swim meet there is a \$50 per hour and up to \$350 penalty per home swim meet. The penalty will not count as service hour credit towards the 25-hour service requirement per swim season. Failure to complete the 25-hour service requirement during the swim season will also result in an additional \$50 per hour.

Failure to meet this requirement may result in:

- **Ineligibility to return next season**, or
- **Higher dues** for all families to compensate for lack of volunteers. We encourage every family to plan early and participate. Your support is vital to our swimmers' success and the club's future

We really need families to volunteer and help us run the club!

For further questions about service hours please contact the LAMVAC Service Coordinator at volunteer@lamvac.org.