



## Northern Summit Volleyball Membership Dedication

Northern Summit Volleyball Club is a community-based, non-profit organization built on dedication, and shared responsibility. The dedication and time our members give, make our programs possible. Member dedication is essential to keeping fees affordable, supporting our coaches and programs running smoothly. **This policy outlines the structure of contribution required by every family participating in NSVC programs.** The team level roles must be filled in order for a team to operate during club season. Families who are unable or unwilling to fulfill one of the roles listed here may instead contribute financially through the non-volunteer fee. **All volunteer fees or commitments must be completed in order to attend provincials.**

### Essential Roles (Full volunteer credit for one athlete)

**Competitive Team Head Coach** is responsible for the overall leadership, development, and management of their NSVC team. This includes planning and delivering appropriate age training sessions, fostering athlete growth in both skill and character. The Head Coach oversees all on-court activities, including practices, competitions, and ensures adherence to the NSVC Coaches Code of Conduct. Other duties include working with the Assistant Coach and Team Parent(s) and giving regular feedback to athletes and families.

#### Credit Details:

If the head coach has multiple athletes in the club, the credit applies to one athlete only.

### Support Roles (Full Volunteer credit for one athlete)

These positions provide major assistance in the operation of the overall club, teams, and events. They are essential to ensuring that a team will be able to operate, smooth communication, logistics, and organization at both team and club levels.

#### Team Level Support Roles:

**Team Parent & Travel Logistics (1 or 2 person team)** Work closely together and with the coaching staff to manage all operational aspects of the team. This involves managing TeamSnap, organizing travel plans, reserving accommodation, arranging team meals, and making sure all logistics are clearly explained to coaches and families. These individuals play a key role in keeping the team organized, informed, and supported throughout the season.

**Assistant Coach** Supports the Head Coach in all areas of athlete development, training sessions, and game preparation. Assists with practice planning and execution, provides feedback to athletes, and assumes leadership responsibilities when the Head Coach is unavailable. In the event the head coach cannot attend games/tournaments the assistant coach fills in. **(One volunteer credit per team.)**



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**Equipment Coordinator (1 person per team)** is responsible for managing and maintaining all team equipment throughout the season. This means making sure volleyballs, carts, and the team first aid kit are brought to both practices and games, while also checking that everything is present and in good shape. The coordinator also tracks team jerseys, manages distribution and collection, and communicates any equipment needs or issues to the club equipment organizer. This role ensures each practice and competition runs smoothly and that all athletes have the resources they need to participate safely and effectively.

### **Independent Fundraising Roles (multiple)**

Families who choose not to take on a designated team or club support role may instead earn back their volunteer fee through independent fundraising. This option is entirely self-directed—families are responsible for planning, organizing, and completing their own fundraising activities, either individually or in partnership with other families. Independent fundraising is optional, but if selected, families must raise and submit the volunteer fee amount by **March 31st. For this option, a post-dated cheque for April 1st is required upon registration**; if the full volunteer fee is not submitted, the cheque will be cashed. This option provides flexibility for families to meet their volunteer commitment while still supporting the club's overall success.

### **Club Level Support Roles:**

**Member board of Directors** elected annually by the membership at the October AGM, Club Board Members serve as volunteer leaders responsible for the governance, direction, and oversight of Northern Summit Volleyball Club. Board Members contribute to policy development and decision-making, as well as many operation roles needed to assist the club in operating smoothly. Attending regular board meetings, actively participating in committees, and representing the interests of the membership.

**Merchandise Coordinator (1 or 2 person team)** Responsible for overseeing all aspects of NSVC's merchandise. This includes managing the design, ordering, and distribution of team gear and promotional items in coordination with a board rep. This role plays a key role in promoting club identity within the community.

**Summit Tournament Organizer (1 or 2 person team)** is responsible for planning, coordinating, and executing all aspects of Northern Summit Volleyball Club's home tournament. This includes securing facilities, confirming team registrations, coordinating schedules, arranging officials, and ensuring the event runs smoothly and professionally. The Organizer collaborates with the NSVC Board, Head Coaches, and volunteer teams to oversee setup, concessions, scorekeeping, and awards.



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**Club Level Equipment Organizer (1 person)** is responsible for overseeing the organization, and distribution of all Northern Summit Volleyball Club equipment and supplies at the start of season. This includes managing volleyballs, carts, nets, jerseys, and first aid kits to ensure all team equipment coordinators are properly equipped throughout the season. The Organizer maintains and replenishes first aid kit supplies as needed and conducts a comprehensive year-end inventory of all club equipment, including jerseys, balls, carts, and related materials. This role plays an important part in maintaining the efficiency of NSVC operations.

**Summit Year-End Banquet Organizer (1 or 2 person team)** is responsible for planning and coordinating Northern Summit Volleyball Club's annual celebration event. This includes securing the venue, organizing catering, coordinating setup and decorations, managing ticketing or attendance, and ensuring the smooth flow of the event program. The Organizer works closely with team representatives to incorporate awards presentations, sponsor recognition, and athlete achievements. This role plays an important part in recognizing the dedication of athletes, coaches, parents, and volunteers who make the season possible.

**Team Photo Day coordinator (1 or 2 person team)** assists in organizing and managing all competitive team's annual team photo sessions. Duties include coordinating athlete and coach attendance, ensuring teams are prepared on time, and assisting photographers with setup and lineups. This coordinator will also assist in distributing order forms or digital galleries to families afterwards.

### Credit Details:

All team level and club level major support role volunteers receive full volunteer credit for one athlete's participation. **Roles must be confirmed at time of registration prior to the start of the competitive season and are on a first-come first serve basis.**

### Non-Volunteer Fee

Families who choose not to participate in any volunteer capacity can choose to pay a Non-Volunteer Fee, as determined annually by the NSVC Board of Directors. Funds collected will directly support the club's head coaches travel expenses. The **2026 Non-Volunteer Fee is set at \$250 per family**. NSVC encourages every family to contribute time and effort, as active participation strengthens our club community and directly benefits our athletes.

### General Member Dedication

All families are still required to support essential game-day tasks such as scorekeeping and line judging, as these duties are mandatory for Volleyball BC-sanctioned events. Participation helps ensure games can run, lightens the load on coaches and strengthens the sense of community within Northern Summit Volleyball Club.

Last Updated and approved by NSVC board of Directors: November 2025