



Volunteer Policy

Revised August 2020

The Edmonton Fencing Club is a not-for-profit organization that relies heavily on volunteers for support. The **casino** supplies funding for our Olympian head coach, Jujie Luan, a grandfathered policy the AGLC no longer grants to organizations. **Bingos** help to fund tournaments and equipment renewal. Tournaments and other community events help EFC stay active and relevant in the community, so more Edmonton residents can experience the joy of fencing!

****Please note the policy has changed significantly. Read below for more information.****

Each family is required to perform one volunteering shift per term. This policy is not mandatory for first-time registrants. Should there not be enough volunteer shifts for every family, classes will be prioritized (as outlined below). A volunteer deposit is NOT required.

Volunteer shifts will be determined and assigned to a calendar by the office administrator, or other suitable individual as determined by the Board at the beginning of each term (Fall/Winter). Bingo, tournament, casino (when applicable), and community event shifts will be assigned to families and shared in September. Families will be assigned to shifts in the following order of classes: advanced competitive (including sabre), intermediate, adult, beginner. Should a family wish to work a particular shift (for example, the father of a fencer in the intermediate class wishes to be the General Manager of the casino), it may be requested on the registration form, and will be taken into consideration when making assignments.

Should a family not be able to work the shift to which they are assigned, it is up to that family to either swap a shift with another family or contact one of the substitutes listed to take a shift.

- If swapping: contact the office so the office administrator can update the schedule. There is no charge to a family for swapping their shift.
- If substituting: contact the office so the office administrator can update the schedule. Please note there is a \$100 fee payable to the Edmonton Fencing Club if a family is giving up their shift. Fencers will NOT be permitted to attend classes until this fee is paid. Subject to Board discretion.

48 hours' notice is required for cancelling attendance at a volunteering event. It is up to the family to find a substitute for the shift they cannot attend (see above). **No-shows (not going to a scheduled shift, not making arrangements for a substitute)** will be charged \$200 and the fencer will not be able to attend classes until the fee is paid, subject to Board discretion.

Thank you for your support!