



Weyburn Volleyball Club
PARENTS, ATHLETE, & COACHES HANDBOOK

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1.0 OVERVIEW

1.1 OUR MISSION

- A. The Weyburn Volleyball Club (WVC) is a developmental and accredited based volleyball organization for athletes ages 12 to 18. Our goal is to provide opportunities for our athletes to achieve success through competitive play, to foster a grassroots system for amateur athletes, and to develop their volleyball skill sets. We aim to provide trained coaches based on the Saskatchewan Volleyball Association (SVA) and Volleyball Canada standards.

1.2 OUR PRINCIPLES

- A. WVC is a community-based, non-profit organization committed to training and developing athletes through competitive participation in the sport of volleyball.
- A. Our coaches, players and parents serve as positive ambassadors for the sport of volleyball by encouraging good sportsmanship and integrity at all times.
- A. We are committed to developing the whole athlete through the latest coaching techniques and philosophies, consistent with SVA and Volleyball Canada teachings.
- A. We provide athletes with access to Provincial, National, and International programs and competitions as well as guidance to families whose athletes may be qualified to pursue post-secondary athletic opportunities.
- B. Coaches, parents, and athletes are supported by a strong administrative structure with clear areas of accountability and channels of communication.

2.0 ORGANIZATIONAL STRUCTURE

2.1 WVC BOARD OVERVIEW

- A. The WVC Board is responsible for governance, establishing the broad policies and objectives that underlie the WVC's daily and long-term activities. The WVC Board determines the WVC's vision and principles and is responsible for all decision-making, direction and implementation of WVC procedures and policies.
- B. The WVC Board is made up of members. Each member has a major role (Refer to Appendix F- Duties of Board Members) in the WVC and are dedicated to maintaining its progressive success. The WVC Board positions include:
 - Chair (2 year)
 - Vice Chair (2 year)
 - Past Chair
 - Treasurer (2 year)
 - Secretary
 - Coach Liaison (non-voting)
 - Facilities/Equipment Coordinator
 - Clothing/Uniform Coordinator
 - Website/Social Media
 - Members at large where required
- C. Each position is considered to be fulfilled on a 1 year or 2 year term.

- D. WVC Board members each have a vote, but preference is given to arriving at decision making by consensus.
- E. Parents and coaches are encouraged to submit feedback and suggestions in writing, however, only the WVC Board can vote and approve WVC's decisions.
- F. The WVC Board oversees the WVC bank account, secures gym facilities, arranges all meetings, recruits and is responsible for overseeing all coach volunteers
- G. The WVC Board acts as a liaison with WVC, Sask Volleyball and Volleyball Canada.
- H. For role responsibility of WVC Board Members see Appendix F.
- I. The WVC Board will hold an Annual General Meeting.

2.2 TEAM MANAGERS

- A. Each team needs a Team Manager who is responsible for the coordination of the team. Refer to Appendix G.
- B. The Team Managers are volunteers who serve as a coach liaison for the parents and are responsible for ensuring, through facilitation and delegation, that all the parent duties are completed. Team Managers report to the Head Coach and Assistant Coach. Team Managers are selected on a volunteer basis, generally a parent of that team. If there are multiple volunteers, the position will be at the discretion of the head coach.

2.3 CLUB TREASURER

- A. The Club has a volunteer Treasurer responsible for the money in the main WVC account.
- B. The Treasurer is responsible for collecting WVC membership fees, gym fees, and Uniform fees from each individual team.

3.0 ATHLETES

3.1 CLUB SEASON TRYOUTS

- A. All Saskatchewan athletes are welcome to try out for WVC teams. All athletes are re-evaluated each season to ensure the top available athletes are selected for their programs. Previous experience with WVC serves as beneficial information for the evaluation only.
- B. Each age division has specific tryout times, and athletes are encouraged to try out for the appropriate age group. The Head Coaches can move athletes up to an older or younger (if their birthday permits) age division in special cases that involve approval by the Board. Tryout times are provided through local and social media.

- C. Athletes who are unable to try out on the given date must contact the appropriate age group head coach to see if an alternate tryouts date is possible.
- D. A team of coaching experts lead a series of volleyball drills that highlight athlete strengths and weaknesses. Coaches will run their team's tryouts and are responsible for picking athletes for their team based on these strengths and weaknesses.
 - i) Coaches who are a parent/guardian of an athlete should consider having a Board member to help make final team selections to avoid any conflict of interest issues.
- E. In order to try out, athletes must provide on the day of tryout, an email address, phone number, birthday, and other information on a provided registration form. At the time of registration applicable fees must be paid.

3.2 ATHLETE SELECTION CRITERIA

Athletes are assessed and selected based on the following criteria:

Volleyball Skills

- serving, underhand passing/serve reception, setting/overhand passing, attacking/hitting, blocking, digging

Athletic & Physical Abilities

- height, speed, motor skills, reach, block reach, jump reach, spike reach, mobility, range of motion, strength, eye/hand coordination, reaction time, intuitive sport instincts

Work Ethic

- discipline, intensity, consistency, effort, competitiveness, adaptability, coachability, cognitive abilities

Mental Preparedness

- game knowledge, practice and match focus, effort, learning retention, play recognition, tactical skills

Communication

- personality, leadership, positivity

Lifestyle Commitment

- dependability/reliability, time management, nutrition, physical training, conditioning.

3.3 TEAMS AND DIVISIONS

A. WVC bases its team selections and age divisions on the number of athletes trying out at each age level. Once aware of these numbers, the Board will select the appropriate age levels at which the teams will compete.

B. Each team consists of 9-15 athletes selected during tryouts. 15 and under we strongly encourage to keep twelve players.

C. In the best interest of athletes and in effort to promote a healthy balance, the practice schedule is based on Volleyball Canada LTD recommendations. Athletes meet 2-3 times per week. The practice schedule is based on the availability of gyms and coaches.

D. Teams in the 13U, 14U division are introduced to basic offensive and defensive strategies and equal play is mandated through SVA.

E. The basics are continually reinforced with teams in the 15/16 & Under division. There is an emphasis on both teams and individual strategies and a greater focus on offensive strategies. A high commitment level is expected in this age division.

F. The basics are continually reinforced with teams in the 17/18 & Under division. Team and individual strategies are further developed to prepare the athletes for game tactics. A high level of commitment is expected in this age division.

3.4 EXPECTATIONS AND RESPONSIBILITIES – ATHLETES

A. Athletes are expected to attend the majority of practices.

B. When participating in more than one sport, athletes are expected to communicate openly with the coaching staff regarding scheduling conflicts.

C. Athletes are expected to have a strong work ethic, a desire to succeed, a positive attitude and the ability to be a team player.

D. WVC expects each and every athlete to conduct themselves in an exemplary manner. The responsibilities of the athlete are outlined in the Athlete's Code of Conduct in Appendix B. The Head Coach, in conjunction with the WVC Board will determine the consequence if an athlete breaks the Code of Conduct. Failure to abide by the Code can be grounds for an athlete's dismissal from the Club.

E. A doctor or physiotherapists note may be requested by coaches before allowing athletes to participate in practices or games after an injury.

F. Some Head Coaches choose to utilize a group text message, What's App, or other applications to communicate to the team. It is understood that this decision will be made as a team to decide on what platform. It is not expected that an athlete would be required to upgrade or pay to utilize this type of application.

3.5 CLOTHING

A. The Club is expected to have a common, uniform look. Team uniforms are mandatory and must follow the clothing outline established by the WVC for that year.

B. Black lower body attire is acceptable as per uniform rules.

C. Teams may choose to wear matching socks, kneepads and/or shoes at the discretion of the Head Coach.

D. Once team selections are made a WVC Clothing Order form will be available. Each athlete is expected to designate a size for the mandatory (included in fees) warm up shirts. There will be other optional items for purchase: joggers, hoodies, backpacks parent's shirts etc.

E. Only clothing designed and offered by the Club at the start of each year will be worn by players, coaches, and parents. No other clothing article can be created privately with the WVC or Weyburn Volleyball Club representation on it.

F. Parents are welcome to purchase team gear provided by the club.

4.0 FACILITIES

A. School gyms/privately owned facilities are used as practice facilities and to host tournaments. These gyms are rented to us at the discretion of the school divisions, and it is important that they are treated with care and respect. This means:

- Taking care of equipment and storing it carefully.
- Not wearing outdoor footwear in the gym during winter months. Water and snow must be kept outside the gym.
- Cleaning up garbage, bottles, and coffee cups before leaving. The consequence of not taking care of our facilities is loss of gym time, which is very hard to replace.

B. Not abiding by the above requirements could result in loss of practice time.

C. The choice of facilities depends on availability and cost.

5.0 PARENTS

5.1 EXPECTATIONS OF PARENTS

A. Parental involvement in the development of our athletes is important as it shows support and encouragement for the athletes efforts.

B. Athletes need parental support throughout the season with:

- Rides to and from practices;
- Accompaniment to tournaments and support at tournaments or other arrangements are required.
- An understanding of the challenges of playing a sport at a competitive level; and
- Enthusiasm and support.

C. Parents are expected to support the athletes by modeling good sportsmanship and showing respect for all officials, coaches, athletes and spectators.

D. Should concerns arise resulting from a practice or competition, parents are expected to abide by the 24 Hour Rule and to wait for at least 24 hours before approaching the coaches with their concerns.

E. Parents are expected to attend tournaments as spectators and supporters and to respect all the coaches' decisions.

F. Parents are expected to volunteer with scorekeeping and lines at tournaments, food and snacks at tournaments, and to provide additional assistance as requested by the coaches.

G. The responsibilities of the parent are outlined in the Parent's Code of Conduct in Appendix C. Failure to abide by the Code of Conduct can be grounds for an athlete's dismissal from the Club.

H. Some Head Coaches choose to utilize a group text message, What's App or other applications to communicate to the parents. It is understood that this decision will be made as a team to decide on what

platform. It is not expected that a parent would be required to upgrade or pay to utilize this type of application.

5.2 FINANCIAL COMMITMENT

- A. Participation in a performance-driven program requires significant financial support.
- B. A breakdown of the expenses as well as a full explanation of the fees will be sent by the coach and/or team manager at the beginning of the season, this is expected to reflect the price of tournaments outlined by Sask Volleyball.

5.3 SPONSORSHIPS

- A. The WVC Board has final say in the sponsorship or logos of any items used to reduce the cost of playing volleyball for each athlete. Sponsorship money focuses on reducing fixed costs.
- B. If parents or athletes know of possible sponsorship opportunities, please communicate this to your head coach.

6.0 COACHES

6.1 QUALIFICATIONS

- A. WVC is committed to finding qualified coaching volunteers and is very proud of its talented and committed coaching staff.
- B. The coaches share a passion for the game and a strong desire to pass along their knowledge to the athletes.
- C. Many of the coaches have University, College, Provincial, and Club team experience.
- D. As part of its mandate as an accredited-driven Club, WVC makes an effort to deliver as many qualified coaches as possible.
- E. New and experienced coaches are encouraged to apply for a position. An application form is available on our website- www.weyburnvolleyballclub.ca

6.2 EXPECTATIONS – COACHES

- A. Coaches are strongly encouraged to obtain professional coaching certification as required by Sask Volleyball. Funding can be applied for to cover the cost of training.
- B. Coaches are expected to maintain a current knowledge of the rules as established by the Saskatchewan Volleyball Association and Volleyball Canada.
- C. Coaches are expected to behave professionally with athletes and parents at all times.
- D. Coaches are expected to provide exemplary leadership, modeling promptness and attendance at all team functions, respect for team members and the team image (e.g. dress, sportsmanship, language and general attitude).
- E. Coaches are expected to develop each athlete to their ultimate potential in terms of technical skills, physical ability and mental preparation according to the Club expectations for each age level.

F. Coaches will demonstrate, and work to instill in the players, a positive attitude both on and off the court.

G. Coaches will exhibit hard work and a dedication to peak performance.

H. Coaches are expected to conduct themselves at all times in a manner that demonstrates good sportsmanship and a respect for others. They are expected to comply with the guidelines as outlined in the Coach's Code of Conduct (Appendix D) at all times.

6.3 COACHING RESPONSIBILITIES

A. Coaches are expected to play an active leadership role in the operational functions of the Club.

B. Coaches are responsible for establishing rules for their team, including team goals, expectations of athletes and parents, and reasonable consequences when athletes or parents do not meet Club or team behavior standards as identified in the Codes of Conduct.

C. Coaches will plan and conduct all team practices and tournaments, including both the physical and mental aspects of competition.

D. Coaches are responsible for relaying team and Club information in a timely manner.

E. Coaches will serve as team liaison and maintain open communication with the other Head Coaches, team members and parents.

6.4 COACHING ASSIGNMENTS

A. Coaching assignments will be determined annually by the WVC Board based on the following criteria:

- i. Past Coaching History
- ii. Qualifications
- iii. References

B. If the coaching assignment cannot be determined based on the above criteria, additional interviews may be required by the WVC Board to aid in their decision.

7.0 SOCIAL MEDIA GUIDELINES

7.1 DEFINITIONS

a. The following term has this meaning in these guidelines:

- i. "Social media" – The catch-all term that is applied broadly to communication media including but not limited to texting, YouTube, Facebook, Instagram, Snapchat, TikTok and X.

7.2 PURPOSE

A. These guidelines provide coaches and athletes with tips and suggestions for social media use. Coaches and athletes are strongly encouraged to develop their own strategy for social media use and ensure that their strategy meets WVC social media guidelines.

B. Given the nature of social media as a continually developing communication sphere, WVC trusts its coaches and athletes to use their best judgment when interacting with social media.

7.3 SOCIAL MEDIA GUIDELINES FOR COACHES

A. The following tips should be used by coaches to form their own strategy for social media use:

- i. Choosing not to engage with social media is an acceptable social media strategy, however coaches must have good reasons for their choice and be active in other communication media.
- ii. Refrain from commenting on athletes' social media forums.
- iii. Coaches may not demand access to an athlete's social media forums.
- iv. It is not recommended to follow athletes on any social media forum.
- v. Consider managing your social media so that athletes do not have access.
- vi. Seek permission from athletes before posting pictures or videos.
- vii. Keep selection decisions and other official team business off social media.
- viii. Use caution when requesting athletes to join social media forum groups used for team communication.
- ix. In order to achieve clear and full communication with your team, establish the forum most effective.
- x. Ensure that parents are aware that some coach/athlete interactions may take place on social media.
- xi. Exercise appropriate discretion when using social media for your own personal communications (with friends, colleagues, and other athletes) with the knowledge that your behavior may be used as a model by your athletes.
- xii. Avoid association with social media forums that are illegal.
- xiii. Be aware that you may acquire information about an athlete that imposes an obligation of disclosure. Consult the Board if you have questions.

7.4 SOCIAL MEDIA GUIDELINES FOR ATHLETES

A. The following tips should be used by athletes to form their own strategy for social media use:

- i. Consider setting your privacy settings to restrict who can search for you and what private information other people can see.
- ii. You are not required to follow anyone on social media forums.
- iii. If you feel harassed by someone in a social medium, report it to your coach and the Board.
- iv. Content posted on a social medium, relative to your privacy settings,

is considered public. In most cases, you do not have a reasonable expectation of privacy for any material that you post.

v. Avoid posting pictures of, or alluding to, participation in illegal activity.

vi. Model appropriate behavior in social media as a) an athlete, and b) a member of WVC and of Sask. Volleyball. As a representative of WVC, you have agreed to WVC Social Media Guidelines and must follow that Guideline when you post material and interact with other people through social media.

vii. Content or behavior demonstrated in social media may be subject to sanction under Social Media Consequences for WVC Athletes.

7.5 SOCIAL MEDIA POLICY CONSEQUENCES FOR WVC ATHLETES

A. If a student-athlete's profile and its contents are found to be inappropriate in accordance with the above behaviors, he/she may be subject to the following penalties:

- Verbal and/or written warning;
- A meeting with Head Coach and/or the Board;
- Penalties as determined by WVC, including but not limited to possible suspension or release from his/her team.

8.0 TOURNAMENTS

8.1 EXPECTATIONS AND RESPONSIBILITIES – TOURNAMENTS

- A. WVC follows SVA sanctioned tournaments. Tournaments can start in December but the season doesn't usually begin until the end of January.
- B. Following the recommendations of SVA, recommended seven tournaments per team per season shall be attended. If they wish to, they may attend tournaments across Canada or the United States at their own expense.
- C. WVC supports any teams to participate in National tournaments. This decision to compete will be made by each team. There are additional costs involved in attending a National tournament, which will not be covered by the registration fee.
- D. Coaches have an overall responsibility for their team at tournaments.
- E. If an athlete breaks the Athlete's Code of Conduct (Appendix B), the coach in conjunction with the Board will determine the consequences (e.g. athlete not allowed to play for the remainder of the game, athlete is sent home).
- F. Parents are expected to provide assistance and support at tournaments.
- G. Teams are encouraged to share common tournament accommodation as this builds personal decision-making and independence.

9.0 FINANCES

9.1 REGISTRATION FEES

- A. A breakdown of the estimated fees for the Club Season will be provided by each Head Coach and/or Team Manager after the team selection process. It is up to the Head Coach and/or Team Manager as to when those fees must be collected, and some flexibility can be allowed based on individual situations.
- B. Registration fees may vary from season to season in order to accommodate fluctuations in gym rental fees, equipment needs and operating expenses.
- C. Team fees will reflect individual team facility usage.

9.2 TEAM FINANCES

- A. Teams that want to do something that is not covered by the basic fee (e.g. National or International tournament) must independently raise the additional funds.
- B. The money for Gym Rentals, Uniforms, Equipment and Club Fees is paid directly to the Club for each team.

9.3 CLUB FINANCES

- A. WVC regulates the fees to ensure that the Club as a whole will have adequate funds to cover current expenses as well as an operating reserve for one year.
- B. The Club Treasurer is responsible for the bank account and record keeping for the Club as a whole.

9.4 EQUIPMENT

- A. Each year the Club budgets for the equipment needed by each team for the season. Equipment wears out regularly. The Club monitors this and includes it in the budget and registration fees for each season.

9.5 REIMBURSEMENT OF EXPENSES – COACHES

- A. The Club will immediately reimburse coaches for expenses outline in Appendix E that they have incurred on behalf of the Club as a whole.
- B. Coaches may submit for reimbursement of NCCP or coaching certification.

9.6 CLOSURE OF THE CLUB

- A. WVC is reliant on its parent and coach volunteers to operate. If the Board folds, coaches are unavailable, or costs become too high to justify, the club may close.
- B. If WVC is forced to close, post payout of financial obligations, the money in the Club's bank account will be donated to KidSport Weyburn.
- C. If WVC is forced to close, all physical assets will be donated to the City of Weyburn.

Appendix A - Protection of Board Member and Coaches

1.0 Limitation of Liability

No Board Member or coach of the Club shall be liable for the acts, receipts, neglects or defaults of any other Coach or Coordinator or employee, or for any loss, damage or expense happening to the Club through the insufficiency or deficiency of any security in or upon which any of the monies of the Club shall be invested or for the loss or damage arising from the bankruptcy, insolvency or tortious act of any person with whom monies, securities or effects of the Club shall be deposited, or for any loss occasioned by any error of judgment or oversight on his/her part, or for any other loss, damage or misfortune whatever which shall happen in the execution of the duties of office or in relation thereto unless the same are occasioned by the coach's own willful neglect or default.

2.0 Indemnity

Every Board Member and Coach of the Club and his/her heirs, executors and administrators and estate and effects respectively, shall from time to time and at all times be indemnified and saved harmless out of the funds of the Club from and against all costs and expenses whatsoever that each Board Member or Coach sustains or incurs in or about any action, suit or proceeding that is brought, commenced or prosecuted against him/her for or in respect of any act, deed, matter or thing whatsoever made, done or permitted by him/her in or about the execution of the duties of office and all other costs, charges and expenses that he/she sustains or incurs in or about or in relation to the affairs of the Club except such costs, charges or expenses as are occasioned by willful neglect or default.

Appendix B – WVC Athlete’s Code of Conduct

As a member of the Weyburn Volleyball Club, you are expected to conduct yourself in a manner that demonstrates good sportsmanship and a respect for others at all times. It is essential that you support your fellow teammates, coaches and the Club to the best of your ability. Failure to adhere to these principles is grounds for dismissal from the Club. This decision will be made by the Board members and the Coaches of the player and will be dealt with on a case-by-case basis.

As an athlete, you will be expected to adhere to the following standards of behavior throughout the volleyball season:

- Good sportsmanship is always the first priority.
- Demonstrate punctuality and diligence in both practices and games. In extreme situations, coaches have the right to remove players who are not attending to their reasonable expectations.
- Respect your fellow teammates and coaches; support them to your utmost in your team endeavors.
- Understand your role on the team, as explained to you by your coaches, and execute that role to the best of your ability.
- Respect all officials, opposing athletes and coaches, and spectators and use only appropriate language for all events when representing WVC.
- Abide by, and accept gracefully, the decisions of officials, no matter which team those decisions may favour.
- Understanding that alcohol use and/or drug use will not be tolerated.
- Understand that a doctor's or physiotherapist's note may be requested after injury. If this is not provided, coaches can keep you out of practices and games.
- Demonstrate appreciation for and applaud good play and never make derogatory remarks about officials, coaches or other athletes on any team.
- Respect and care for the facilities in which practices and competitions are being held and listen to those in authority.
- Be aware of and abide by the regulations of the Saskatchewan Volleyball Association and Volleyball Canada.
- Exhibit the same standard of behavior when out in public as you do on the court. You are a representative of WVC both on and off the court, especially when wearing Club clothing.
- To understand the philosophy of WVC when it comes to playing time as provided in the handbook.
- Understand and abide by WVC Social Media Guidelines for Athletes.

I understand and agree to be held accountable for adhering to the Athlete’s Code of Conduct as described above. I have also read and will abide by the governing points in the WVC Handbook.

Team/Age Group: _____

Printed Name: _____

Signature: _____

Date: _____

Appendix C - WVC Parent's Code of Conduct

As a member of the Weyburn Volleyball Club, your son/daughter is expected to conduct themselves in a manner that demonstrates good sportsmanship and a respect for others, as well as themselves, at all times. Similarly, it is essential that you, as their parents, also display and model behavior that is consistent with the highest ideals of good sportsmanship.

As a parent, you will be expected to adhere to the following standards of behavior before, during and after any practice or competition:

- Good sportsmanship is always the first priority.
- Respect all officials, coaches, athletes and spectators.
- Abide by, and accept gracefully, the decisions of officials, no matter which team those decisions may favour.
- Respect and care for the facilities in which practices and competitions are being held and listen to those in authority.
- Respond politely to the requests of event organizers.
- Be polite and courteous as a spectator and only use appropriate language.
- Refrain from any behavior, which might distract the players or interfere with the progress of a match.
- Demonstrate appreciation for and applaud good play and never make derogatory remarks about officials, coaches or other athletes on any team.
- Be aware of and abide by the contents of WVC's Parent/Player Handbook. Information about club philosophy, playing time philosophy, and fees.
- Volunteer to be a linesman and scorekeeper at tournaments when needed.
- Understand that coaches can request a doctor's or physiotherapist's note after an injury. If not provided, coaches can sit your athlete during practices or games.
- Should concerns arise resulting from a practice or competition, parents are expected to abide by the 24 Hour Rule and to wait for at least 24 hours before approaching the coaches with their concerns.

I understand and agree to be held accountable for adhering to the Parent's Code of Conduct as described above. I have also read and will abide by the governing points in the WVC handbook.

Athlete(s) Name(s): _____

Parent/Guardian Printed Name: _____

Parent/Guardian Signature: _____

Date: _____

2nd Parent/Guardian Printed Name: _____

2nd Parent/Guardian Signature: _____

Date: _____

Appendix D - WVC Coach's Code of Conduct

As a coach of the Weyburn Volleyball Club, you are expected to conduct yourself in a manner that demonstrates good sportsmanship and a respect for others at all times. You are expected to adhere to the following standards of behavior throughout your involvement with the Club. Failure to adhere to these principles is grounds for dismissal from the Club. As a coach, you will be expected to adhere to the following standards of behavior throughout the volleyball season:

- Treat your athletes with respect. Never do anything that harms the athletes entrusted to your care, either mentally, morally or physically.
- Develop each of your athletes to his or her full potential.
- Respect your fellow coaches and support them to your utmost in your team endeavors.
- Understand your role on the coaching staff and execute that role to the best of your ability.
- Respect all officials, opposing athletes and coaches, and spectators and use only appropriate language for all events when representing WVC.
- Abide by, and accept gracefully, the decisions of officials, no matter which team those decisions may favour.
- Demonstrate appreciation for and applaud good play and never make derogatory remarks about officials, coaches or other athletes on any team.
- Respect and care for the facilities in which practices and competitions are being held and listen to those in authority.
- Be aware of and abide by the regulations of the Saskatchewan Volleyball Association and Volleyball Canada.
- Exhibit the same standard of behavior when out in public as you do on the court. You are a representative of WVC both on and off the court, especially when wearing Club clothing.
- Understand and abide by WVC Social Media Guidelines for Coaches.
- Understand and abide by the Club's handbook

I understand and agree to be held accountable for adhering to the Coach's Code of Conduct as described above. I have also read and will abide by the governing points in the WVC handbook.

Printed Name: _____

Signature: _____

Date: _____

APPENDIX E – WVC Team and Player Fees

The following is a list of costs that each player will be obligated to cover throughout a season. This does not include Volleyball Canada's Western, Eastern, and National Championships. Those tournaments are separate from the club season fees charged at the beginning of the year.

- A. SVA PLAYER FEE : In order to play in any SVA Sanctioned events, this fee is mandatory.
- B. SVA COACHES FEE: Coaches are volunteers that dedicate their time and efforts to the player's development. As such, players will cover costs of registration that each coach must pay in order to coach at sanctioned SVA events. The number of players on the team will divide this fee.
- C. PROVINCIALS FEE: Every year there is a provincial championship sanctioned by SVA. There is a fee to register into this tournament. The number of players on the team will divide this fee.
- D. TOURNAMENT(S) FEE: This fee will vary depending on the coaches, parents, and players' decision on how many tournaments to attend. Each tournament has a registration fee that teams must pay. The non-sanctioned tournaments will vary in cost. The number of players on the team will divide this fee.
- E. CLUB FEE: This fee is put in place to cover many expenses that the club has throughout the year. Examples include, but not limited to, facility cost, facility/equipment repair costs, etc.
- F. COACHES PER DIEM, GAS, AND HOTEL FEES: Coaches are volunteers that dedicate their time and efforts to the players development. As such, players will cover costs for food, gas, and hotels for coaches. The number of players on the team will divide this fee.
- G. Coach Certification: WVC will pay for any mandatory certification required by SVA plus one level above. Any course above the mandatory requires WVC approval before course enrollment.

Athlete fees are set at the start of the year and must be paid as per the requested date. Athletes will not participate in practices and tournaments until a fee is paid.

*Sask. Volleyball Association – SVA

Appendix F - Rules of Order and Meeting Conduct

- A. The members of the WVC Board vote on all WVC operations. All disputes of the Code of Conducts (Appendix B, C, D) will be deliberated at Board meetings. Conclusions from such deliberations are considered final.
- B. A majority (more than half) of the WVC Board shall form a quorum for the discussion of business.
- C. Questions arising at any meeting of the WVC Board shall be decided by a majority of votes.
- D. The Chair (if existing) shall conduct meetings and keep orderly conduct in accordance with Robert's Rules of Order.
- E. Voting at all WVC meetings (Board Members, coaches meeting) shall be by a show of hands, except where a secret ballot is requested. Members are not allowed to vote by proxy.

APPENDIX G – Team Managers Duties

Each team has a Team Manager who is responsible for the coordination for the team. The Team Managers are volunteers who serve as a coach liaison for the parents and are responsible for ensuring, through facilitation and delegation, that all the parent duties are completed. Team Managers report to the Head Coach and the Team Liaison of the Board.

Team Liaison: as determined at AGM

Expectations for team managers (Refer to Team Manager Guide) for WVC season:

1. Ensuring all communication from the Head Coach is distributed to the team in a timely manner.
2. Tournaments:
 - ensuring that their team meets the registration deadlines.
 - arranging for hotel accommodations (see SVA approved accommodations listing).
 - ensuring organization of parent volunteers for scorekeeping or lines at all tournaments.
3. Initiating fundraising.
4. Initiating team social events.
5. Taking pictures and sending in brief descriptions after each tournament/game etc to the Social Media Coordinator.
6. Signing off on all of the coach's expenses, ensuring accuracy.
7. Ensuring that their team remains within the limit of the budgeted expenses set at the beginning of the season.
8. Collections of:
 - Fundraiser
 - Team Fees

Appendix H - Duties of Board Members

Chair - non voting

- Be responsible for the overall operation of the Weyburn Volleyball Club
- Preside at the annual general meeting
- Preside at regular board meetings
- Be an ex-officio member on all committees
- Completes special duties as requested
- Promote Weyburn Volleyball Club

Vice-Chair

- Runs board meetings as requested and in the Board Chair's absence
- Serves as the nonprofit's spokesperson as needed
- Assists with Board Chair duties
- Completes special duties as requested
- Promote Weyburn Volleyball Club

Treasurer

- Be responsible for the maintenance of the financial statement of the affairs of the Weyburn Volleyball Club
- Be responsible for the collection of team fees
- Set up team accounts all under WVC
- Prepare and submit to the Annual General Meeting a financial statement of the affairs of the Weyburn Volleyball Club
- Perform such duties as may be determined by the Board
- Promote Weyburn Volleyball Club

Secretary

- Meeting minutes – sent out within 7 days of meeting
- Agendas
- Maintain records and correspondence of the Weyburn Volleyball Club
- Tracks Board Member terms
- Promote Weyburn Volleyball Club

Coach Liaison – non-voting

- Serves as liaison between the Board and coaches
- Promote Weyburn Volleyball Club

Facilities/Equipment Coordinator

- Secure and manage facilities
- Is responsible for booking gym space for teams and ensuring all teams have even/adequate practice times. (number of practices per week will vary based on age division)

- Manage gym times
- If gym time is cancelled due to school events etc. will work closely with coaches affected to find a new time
- Provide Coaches and Managers with rental facility expectations/requirements for equipment storage, clean up etc.
- Manage and track equipment
- Handout equipment/first aid kits beginning of season
- Collect equipment/first aid kits at end of season
- Promote Weyburn Volleyball Club

Merchandise/Uniform Coordinator

- Responsible for ordering all uniforms and clothing within the Weyburn Volleyball Club
- Promote Weyburn Volleyball Club

Website/Social Media Coordinator

- Post all Weyburn Volleyball Club related content and games/tournament results for all WVC teams on social media platforms
- Process all tryout registrations for athletes
- Promote Weyburn Volleyball Club

Member at Large

- Attend all board meetings
- Engage in board meetings actively
- Support Board decisions even when they voted against them
- Promote Weyburn Volleyball Club