



# EDEN PRAIRIE SOCCER CLUB

## PASSION • RESPECT • EXCELLENCE

### Eden Prairie Soccer Club Volunteer Policy

The Eden Prairie Soccer Club (EPSC) is a non-profit organization run largely by volunteers. EPSC depends on the support of parents to operate many of its events and activities. The goal of the volunteer policy is to distribute the workload among all EPSC families.

Each family in EPSC is required to fulfill three (3) hours of volunteer service for each registered player during the year (the soccer year runs from August 1 through July 31). The EPSC Volunteer Director will coordinate and track volunteer service, and decide all questions of whether a particular volunteer opportunity satisfies the volunteer requirement.

A \$150 volunteer fee will be assessed to each player. The Volunteer Committee will determine the procedures for collection of the fee. EPSC will refund, return or credit the fee upon successful completion of the volunteer requirement. Volunteer hours are not transferable between families, and may not be rolled over from year to year.

Most volunteer opportunities are in support of the Club's two hosted tournaments, but other opportunities exist to help with camps, tryouts, fields, equipment, and certain administrative responsibilities. Volunteer opportunities will be posted on the Club's website. Parents also may contact the Volunteer Director via email at [volunteer@epsoccerclub.com](mailto:volunteer@epsoccerclub.com) to inquire about volunteer opportunities. All volunteer opportunities will be filled on a first-come, first-served basis.

**Accountability and Tracking:** Once you have signed up for a volunteer opportunity, you are responsible for fulfilling that obligation. If you cannot do so, you must provide 72-hours notice to the Volunteer Director.

Failure to provide the required notice will result in your family being assessed an additional penalty of \$25 per hour for each hour missed, *unless* you arrange for a substitute volunteer. Assessment of this penalty *does not* reduce or eliminate the hours required to fulfill your volunteer requirement.

It is the responsibility of each family to verify that its volunteer time has been recorded properly. The Volunteer Director will maintain a record of volunteer service. You may view pending and serviced hours on the [Volunteer Sign Up](#) page of the EPSC website. You should report any errors or omissions to the Volunteer Director.

At most volunteer events and activities there will be a sign in roster and a person designated to manage volunteer activities. You are responsible for recording your volunteer service on this roster. For smaller events or activities where there is no sign in roster, be sure to coordinate with the event or activity manager to be sure that your service is recorded properly.

**Coach, assistant coach, team manager, and board member credits:** Parent head coaches, parent assistant coaches, team managers, and members of the EPSC Board of Directors receive credit for their service in fulfillment of their family's volunteer requirement. For Premier teams with two managers, both managers receive volunteer credit. No more than three individuals per team may receive this credit. If a team has more than three coaches and/or managers, the team's head coach must designate which three individuals will receive the credit.

Adopted 14 July 2013 – effective 01 August 2013 -revised July 2018