



## PROGRAM ASSISTANTS RECOGNITION SYSTEM POLICY

The Program Assistant Recognition System policy, which was effective September 1998, is as follows:

*The club may provide a gift of appreciation to Program Assistants. This gift is at the discretion of the club executive and can only be used for expenses incurred within the club; such as club ice time, club dues, club clothing, competition entry fees. The gift cannot be exchanged for cash value at any time. The total value of such gift shall not be greater than \$50 per 10 hours volunteered (\$5 per hour).*

*This program is accessible to eligible skaters only.*

Each club may interpret what “expenses incurred within the club” means for them because many clubs operate uniquely in terms of club finances (some clubs include lesson fees by a Skate Canada Coach in their club dues, some clubs charge members strictly for ice costs plus Skate Canada membership fee, some clubs operate a skating boutique, etc.). The most important underlying condition is that a club never gives a PA anything that cannot be considered an investment back into the business of the club, and the club is never in a position of “owing” anything to a skater who may no longer be participating in the club.

Clubs can be creative, however, to give their PA’s something that is of value to them as long as the underlying conditions are maintained.

### Former Skaters

The following shall apply to PA’s who are former skaters, no longer skating at the club, who wish to give their services, and whom cannot use a reduction of club fees, competition dues, etc. as they are not actively skating in the club themselves.

These inactive skaters may be rewarded for their PA work in the following ways:

- Non-skating related gift certificates
- Club clothing
- Acknowledgement letter from the club for their resume/portfolio
- Used to fulfil requirement of volunteer work for high school credit or graduation (different policies currently in place in the provinces of Ontario and BC – call local school board for details)