



KING Aquatic Club Booster

Work Share Policy

2016-2017

FAQs

Q: How do I sign up for Work Share volunteer hours?

A: You will receive an email notification when jobs open...typically a week or so before the meet. After you are notified of jobs, either click on the link in the email or:

- Go to the KING website: <http://www.KINGaquaticclub.com>
- Login using your primary e-mail and password.
- Click on the home tab
- Click on the job sign up tab under the swim meet you wish to work

Q: How do I check my Work Share volunteer hours?

A: Go to the KING website: <http://www.KINGaquaticclub.com>

- Login using your primary e-mail and password.
- Click on the gray tab on the left - "\$My Invoices/Payments"
- Click on the "Volunteer Hours" tab
 - *This will list all of the jobs and hours that have been recorded for your family.*

Q: How do I report hours that I worked?

A: Hours should be reported in a timely manner. It is recommended to turn them in as soon as you work them. If the hours are over 3 months old they will not be credited to your account. Please include the account name, swimmer's name, meet worked, job title worked, and how many hours worked to KINGvolunteers@gmail.com.

Q: Can I donate Work Share hours to another family?

A: No, you may not donate hours to another family. Any and all jobs signed up for must be able to be served by the account holder. If the spot requires special permission/credentials the account holder receiving credit must have those special permission/credentials and be able to serve that position themselves.

Q: Can I apply for a Volunteer Hardship?

A: We do not have a "hardship application". If you feel you may not be able to complete your hours, we will help you come up with solutions so you are able to complete the required hours.



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You must let the Volunteer Director know ASAP. Do not wait to explain your situation.

Q: Do I need to volunteer the full number of hours if my swimmer is injured?

A: If your swimmer is an “active” swimmer, all volunteer hours must be completed or the Work Share Hours Fee will be assessed.

Q: Can I get Work Share volunteer hours for taking the Official training class?

A: Yes.

Q: When I sign up for a slot will I get the full number of hours?

A: You will receive credit for the actual hours worked.

Q: Can I split a shift?

A: Sure, but only the account that signed up for the shift will receive credit for the entire shift.

Q: How many hours do I get for chaperoning an away meet?

A: All volunteers who are “official KING chaperones” will be given the exact work share hours required on their account for the current season. Chaperoning hours will only count if it is a KING sponsored meet (examples of non-KING hosted meets are PNS, All Star Teams, etc).

Q: Do I need to turn in Work Share hours worked past my required number of hours?

A: Yes, please send in all hours worked so that we can keep accurate hours of all positions, hours and jobs for future reference.

Q: What happens if I signed up to volunteer and am not able to make it? What do I do?

A: If you can no longer volunteer, it is your responsibility to cancel before that deadline or find a suitable replacement if the deadline has closed. If you have an immediate problem contact:

mndickie@yahoo.com.



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