

WHA Volunteer Points Policy for 2025-2026

To ensure that all parents of youth hockey players are involved in the program, WHA has developed a Watertown Hockey Association Volunteer Points Agreement. The purpose of the agreement is to increase parental awareness of the need for volunteers in the Hockey Association.

WHA is a parent-run organization that depends on the volunteer efforts of hundreds of people and thousands of hours to cover operational costs, while maintaining low player registration fees. It is very important that all participants take on responsibility and share the necessary duties. Parents earn points by working at admissions, serving as minor officials for games (running the clock, announcing, scorekeeping and penalty boxes), and facilitating other aspects of running games and events throughout the season at times throughout the year.

A family is required to earn points based on the number of children in the program. A point value will be assigned to each position that requires volunteer work. It is up to each individual to make sure they sign in for their volunteer shift, so that they will be credited with time worked. The Dibs Coordinator will record all points and post them periodically on the website throughout the season.

At the end of the season the Dibs Coordinator will tally all points and if you have not earned enough you will be billed for the outstanding balance owed to WHA. Positions and points assignment that parents can earn toward their agreement are covered in Table 1. The time frame to earn these points begins May 1st and continues until April 30th of the following year. Extra points earned in this time are appreciated by the association but cannot be carried over to the next playing season. Concerns of meeting points should be referred to your Team Coordinator and then to the Dibs Coordinator, who in turn can request an Executive Board review.

All families are required to acknowledge the reading of and agreement to the Volunteer Points Agreement during the season's registration process.

2025-2026 Season General Worker Guidelines:

- All points will be earned during the period starting May 1st and ending April 30th.
- Each point has a dollar value of \$10.00. If families' points have not been earned as of April 30th, an invoice from WHA will be sent.
- A total opt-out of working is available at a rate of \$1,500 per player. If you elect to opt out, you must communicate this prior to Dec 1st of the current season
- Point Requirement:
 - In-House: 0
 - Mite Player: 100 Points per player/ 50 points from shadowing positions
 - League Level Player (U10/Squirts and older): 150 Points per player
 - Family Maximum: 300 Points per family
 - All shifts are approximately 10 points per 2 hours worked per person, unless noted.
- Game worker shifts are 10 points per game for all League Level (Squirts - Varsity)
- Non-league game (Mites and In-House) workers will earn 5 points per game.
- All shifts listed state points value.
- If a game is canceled and NOT RESCHEDULED, points will be awarded to those individuals who signed up. If a game is rescheduled the jobs will be re-entered with new dates and times and will be put back to "all association" for claiming as 1st come 1st serve.
- Game workers must always remain neutral and it is against rules to take pictures from booth as a worker. Keep phones put away! No cheering! No coaching!
- All Volunteers must print and sign their names on the provided sheets to log shifts worked and to get credit.
- If you cannot report to your shift, you are required to find a replacement, and if you are unable to find a replacement, contact your team coordinator as soon as possible.
- Any shifts that you do not show up for or find your own replacement for you will be charged for at the end of the season. (Ex. A 10-point shift that you are a no show for will cost you \$100 at the end of the season.) These points that were not worked are still required to be worked at another time in addition to paying for the missed points.

TABLE 1

Position	Points
Business Manager	FULL
Hockey Operations Manager	FULL
President	FULL
Vice President	150
Past President	100
Secretary	150
Treasurer	FULL

League Director A	100
League Director B	100
Development Director A	100
Development Director B	100
At Large Director A	100
At Large Director B	100
Board Member Liasion	50
Varsity Boys Coordinator	150
Varsity Girls Coordinator	150
JV Boys Coordinator	150
JV Girls Coordinator	150
Coaching Committee	100
Concussion & Risk Manager	100
DIBS Coordinator	FULL
Full-time Coaches	FULL
Grow the Game	100
Marketing Coordinator	150
Part-time Coaches	5 pts/hour
Ref Coordinator	50
Registrar	150
Safesport Coordinator	100
Scheduler	150
Social Media Coordinator	150
Technology Committee	50
Main Team Coordinator	150
Secondary Team Coordinator	5 pts/hour
All Additional Service	5 pts/hour

Job Descriptions

Announcer

The Announcer is a minor official who works with on-ice officials to complete the official game score sheet accurately and completely. Using the facility's public address system, he or she will clearly announce relevant game information to spectators. This is generally limited to pre-game team roster recognition, point scorers (goals and assists), and player/penalty information but also includes facility announcements as needed. For league games, he or she shall report to the scorer's area a minimum of 15 minutes before game time (30 minutes for varsity games). As a minor official and a visible representative of the WHA organization, the Announcer must be professional and impartial at all times. 10 points will be awarded for each game.

Scorekeeper

The Scorekeeper is minor official who works with on-ice officials to complete the official game score sheet accurately and completely and is responsible for accurately and completely entering game stats live online throughout the game for League level games. Prior to game start, the Scorekeeper shall obtain a WHA tablet, bring it to the rink scorekeeper area, and log into the Game Sheets app with the appropriate access code. Throughout the game, he or she shall enter goals, SOG, and penalties. The Scorekeeper is present in the official scorekeeper's area and as such, should not be actively cheering during the game. For league games, he or she shall report to the scorer's area a minimum of 15 minutes before game time (30 minutes for varsity games). 10 points will be awarded for each game.

Clock

The Clock worker is responsible for operating the score clock, including managing game time, penalty minutes, score, and shots on goal. He or she shall report to the scorer's area a minimum of 15 minutes before game time (30 minutes for varsity). The Clock Worker is a minor official and as such, should not be actively cheering during the game. 10 points will be awarded for each game.

Penalty Box

The Penalty Box worker is a minor official and manages the traffic flow in and out of the penalty box. He or she shall report to the penalty box 15 minutes before game time. The Penalty Box Worker shall open the door to let in player(s) serving a penalty, attentively watch the penalty clock, and open the door to release the player(s) at the appropriate time. As an off-ice official, the Penalty Box Worker should not be actively cheering during the game nor coaching players in the box. 10 points will be awarded for each game.

Admissions

The income WHA collects from gate fees is used to pay officials and pay for rink use. Gate workers are the first people fans encounter when they arrive at the Prairie Lakes Ice Arena. They are the friendly face and attitude that represent our hockey organization. Gate workers are responsible for collecting gate fees, selling season passes, stamping paid fans' hands for re-entrance, making change, counting cash and checks, stocking season and tournament programs, general cleanup and tidying of the gate area, and being a source of general information for fans. This includes bringing the cash box to the gate for opening shift, counting cash and putting a deposit in the on-site drop box at the end of each shift, putting the cash box in its place at closing shift, and occasionally getting change from the safe. Gate workers should arrive 1 hour before the start of the game and stay until the start of the 3rd period or until the next worker arrives. 10 points will be awarded for each game.

Security

The following list of responsibilities need to be carried out during the specific game shift. Please arrive 30 minutes prior to the start of the game and until both teams have left the ice at the end of each game. Responsibilities include ensure fans are not pushing on the glass (have the announcer make an announcement if needed and ask the fans to stay off the glass); remind fans that appear to be belligerent in violation of our zero-tolerance policy and to show good sportsmanship; ask a belligerent fan to exit the arena when their behavior is disrupting to the game if you feel comfortable performing this; or notify a city worker and then call the Watertown Police Department when needed to report an altercation or to have a fan removed from the arena. 10 points will be awarded for each game.