



## Volunteers Policy

The functioning of sv DieHaghe is dependent on the input from volunteers.

Every member and /or parent/carer is expected that he/she makes a contribution to the functioning of the club.

The "Algemene Leden Vergadering" (general meeting of all club members) has unanimously decided on June 6th 2018 to implement a mandatory "volunteers' contribution". This means there will be significant changes in the volunteers policy. Starting season 2018-2019, the following ground rules will apply for the fulfilment to the Volunteers Policy. These will be reviewed every season on practicality and, if necessary, amended.

- A volunteers commitment is compulsory for every playing member. For members under 16 years old, this task will be carried out by the parents/carers.
- Via the "voetbal.nl app" each member must complete at least 3 preferred tasks that can be fulfilled. If there is a shortage of volunteers for one of the tasks, a volunteer can be assigned to a task other than the preferred one.
- In case a member does not have access to the "voetbal.nl app", a form can be filled in via email. This form can be downloaded from the website.
- When a member does not indicate which task he/she will complete, a contribution of €80 per season will be levied. This amount will be automatically deducted at the start of the season. Also when a member does sign up but fails to carry out the tasks, this amount will be deducted.
- The schedule below shows examples of the tasks and commitments including the hours. However, there is much more. All the tasks are specified in the app "voetbal.nl".

Volunteer tasks		
Tasks	Choice of tasks	Amount of hours
Team parent		>8 hours *
Member of a committee	Tournament committee, Financial committee, Activities committee or Club building committee	>8 hours *
Training staff	Trainer, coördinator	>8 hours*
Arbitrage	Referee or linesman that can be assigned for the entire club Explanation: Task is not necessarily only for your own team but can also be for other teams. The referees are assigned by the referee committee, the assistant referee (linesman) by the team parent.	At least 3 matches *
Competition affairs	Competition administrator, competition coordinator	>8 hours
Administration committment	Member administration, financial administration, editing committee or ict.	>8 hours *
Member of the board	Main Board or Youth Board	>8 hours *
Bar duty & kitchen duty	Monday-Thursday 17-21 hours and Saturday 8-20 hours. Coffee cart on Saturday 9-13 hours	Minimum 8 hours *
<b>Please note:</b> game supervisor, getting the lemonade, washing the teams kit and transporting to an away match is <b>NOT</b> considered a volunteers' task		

\* The hours are shown as points in the app voetbal.nl



- It is your own responsibility to complete the tasks during the season. If not possible, you have to take care of a replacement yourself.
- Volunteers that have shown exemplary commitment for several years are exempt from volunteering for 3 years. This will be at the sole discretion of the Main Board.
- Volunteer commitment will be rewarded for example by a volunteers evening, a drink voucher, a voucher for "Den Haag Doet".
- If you are scheduled for a specific task, you will receive a message by email and via the voetbal.nl app.

### **Explanation of the app Voetbal.nl**

The app voetbal.nl is the app where the matches, the scores, the program and the cancellations can be found. This app is linked to our membership administration system. Each player that is registered in this system can also register for the app voetbal.nl with the same email address. The volunteer tasks are also administered, scheduled and updated via voetbal.nl.

In the app voetbal.nl you can indicate which tasks you want to do. This can be done as follows:

- Download the app "voetbal.nl"
- Register or log in
- Select "sv Die Haghe" and the required player(s) (your child)
- Go to "Home"
- Choose the option "vrijwilligerstaken". Fill in: "mijn beschikbaarheid", my availability and "mijn taken", my tasks
- The hours will be shown as points in the "de voetbal.nl" app.
- You will be kept updated by email and a push message in the app 'voetbal' about the tasks assigned.
- More information about the app can be found via the following link  
<https://support.sportlink.nl/nl/support/solutions/9000111897>