

# VANCOUVER PACIFIC SWIM CLUB



## MEMBERS HANDBOOK

# VANCOUVER PACIFIC SWIM CLUB – MEMBERS’ HANDBOOK

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# VANCOUVER PACIFIC SWIM CLUB – MEMBERS’ HANDBOOK

## A. INTRODUCTION

### 1. HISTORY OF VPSC

**Vancouver Pacific Swim Club** (VPSC) has been an integral part of our community since its formation in 1974 at Lord Byng Pool. The club has maintained a membership of between 50 and 180 swimmers who range in age from 6 to 17 years.

Our swimmers have excelled in local and international competitions, starting with Shannon Smith who won a bronze medal in 400m freestyle at the 1976 Montreal Olympics and more recently with Jessica Degleau and Tim Peterson who competed at the 2000 Sydney Olympics, Taryn Lencoe who competed at the 2003 World Championships and Maya Beaudry who competed at the 2003 Pan American Games and 2006 Commonwealth Games. In the past few years our current and graduated swimmers have won Youth Nationals, Women’s and Men’s Senior Nationals, National TAG Rankings, Provincial Senior Championships, and Provincial Age Group Championships.

VPSC is a non-profit swim club, registered under the B.C. Societies Act and sanctioned by the Swim/Natation Canada (SNC). Affiliation with SNC brings certain rights and privileges, among them:

- The right for amateur registered swimmers to compete at sanctioned swim meets and to earn points, prizes and awards for themselves and their club.
- The privilege of general liability coverage for swimmers whenever they are competing or training. Coverage includes \$3,000,000 employers' bodily injury liability within Canada, and up to \$1,000 for dental treatment resulting from injury.

In 1990, VPSC joined other Lower Mainland swim clubs to establish the **Pacific Dolphins Swim Association** (PDSA), representing more than 600 swimmers. Current member clubs include the Canadian Dolphins, Winskill Dolphins, UBC Varsity Swim Team, and VPSC. The director of swimming for UBCD is Derrick Schoof. UBCD has hosted the Canadian Summer Nationals as well as the Mel Zajac International Swim Meet, which is an indication of the association's prime role in the development of swimming in British Columbia. In 2002 we changed our association’s competition name to the **UBC Dolphins** to recognize the support that UBC has given to the development of our program.

Our swimmers compete as VPSC at regional and “AA” Provincial levels, and as UBCD at “AAA” Provincial to International levels. Representatives from our club attend SNC and UBCD meetings.

For a schematic representation of VPSC and UBCD see pages 12 and 13.

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## **2. UBCD / VPSC MISSION STATEMENT**

“TO PROVIDE THE OPPORTUNITY FOR THE PURSUIT OF EXCELLENCE IN  
COMPETITIVE SWIMMING.”

VPSC aims to continually create and maintain a unique and special program that supports unique and special accomplishments. In order to foster that excellence, we must act differently than is the norm in other environments. Our mission requires a special environment, unique and special action, and continual attention to the intention to excel. Part of your responsibility is to adhere to the following team policies that support our high aspirations:

### **TEAM POLICIES**

#### **1. RESPECT**

every team member. Treat everyone, including yourself, with respect, dignity, and consideration. Respect everyone’s including your own, right to pursue goals consistent with team purpose.

#### **2. ACCEPT**

that each member is important. Everyone has the opportunity to participate and to make a contribution. Your acceptance and support of all team members is expected and greatly appreciated.

#### **3. ACKNOWLEDGE**

every team member. In our program, everyone counts. No one is invisible. Let everyone know that he / she is noticed and appreciated.

#### **4. VALUE SWIMMING EXCELLENCE**

We choose to hold fast swimming, good training, and thorough preparation in extremely high regard. Welcome difficult, goal-orientated challenges. Seek out challenges that will help you swim faster and win. Seek out opportunities to swim more, harder and better. Act as if you want to train and you want to race. Relish and protect each opportunity. If you encounter doubts or fears, please talk to your coaches about them. Don’t mask them and please don’t express them in a way that could cause others to doubt or fear.

#### **5. CONTRIBUTE**

We expect you to continually contribute to our program and to foster our mission.

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### **6. SUPPORT**

everyone’s action for excellence.

### **7. ENCOURAGE**

everyone’s action for excellence.

### **8. CHALLENGE**

everyone to take action for excellence.

### **9. COMPLIMENT AND APPLAUD**

everyone’s action for excellence.

### **10. ADVOCATE VPSC / UBCD**

We expect every team member to act as an advocate for our program. Say nothing but good things about our program, our staff, and team members. If you notice inadequacies, raise the issue within the club as per our policy on complaints, but continue to serve as our ambassador to the swimming world. We will not speak ill of any aspects of our program, teammates, coaches, staff, or sponsors.

### **11. MAKE IT FUN**

Enjoy your swimming. Express your enjoyment of training and competing. Please encourage others to talk about the fun. Please note that there is a huge difference between making the pursuit of swimming excellence fun and having fun at the pursuit of swimming excellence.

### **12. APPRECIATE**

everyone’s respect, acceptance, support, encouragement, compliments, challenges and appreciation. Express your appreciation for such support.

## **GUIDELINES**

We are pleased to provide you with the opportunity to join our quest for swimming excellence. There are, however, boundaries within which you must reside in order to swim with us. You may not abuse the opportunity or interfere with our quest. Do nothing that will detract from our mission.

### **1. KEEP MOVING TOWARD SWIMMING EXCELLENCE**

Inaction is unacceptable. If you are not moving forward, you are going to be in the way. You may block other’s progress, you may get trampled on, or others may stumble over you. Keep moving forward.

### **2. NO GRIEF**

No put downs, barbs, personal attacks, aspersions, slurs, or the like. No jokes or humor at anyone’s expense (including your own). There is no such thing as good-natured grief. Give no grief. Zero. None. Not ever. Instead, promote and encourage your teammates, coaches, staff and sponsors.

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### **3. NO EXCUSES**

We realize everyone is imperfect and will make mistakes. Learn from them and get back on track. Make corrections, not excuses.

### **4. NO COMPLAINTS**

We realize that our program has imperfections and that, at times, aspects of it may not be perfectly suited to your liking. Don't complain. Instead, make a contribution to our program. Complaints are cancerous. They eat away at all that is good and worthwhile. Frequently, they label as bad something that has nothing wrong with it. If it is your perception that something is wrong, express complaints solely to someone who can do something about that which concerns you. Most often, the coaches are whom you should speak to about concerns. If, and when, you voice a concern, please also offer a suggestion for corrective action. Contribute, don't complain.

### **5. DON'T TOLERATE GOAL-DISTRACTING OR GOAL-DETRACTING BEHAVIOR**

Our purpose is too important. That goes for your own actions as well. You may not interfere with anyone's pursuit of excellence or his / her enjoyment of the pursuit of swimming excellence. We recognize that no one is perfect. Everyone will mess up from time to time. (Mostly when he / she is inattentive to what he is doing, what context he / she is doing it in, or to purpose.) So when someone is acting inconsistently with team purpose, please call their attention to what he / she is doing and remind them to get back on track. Please assume this responsibility for care-taking our mission.

### **6. APPRECIATE THE REMINDER**

Occasionally you may be inattentive or distracted and slip off track. When a teammate or coach calls your attention to your slip, appreciate the reminder. Thank him or her and tell them what corrective action you will take in order to get back on track.

Welcome to our team, UBCD. We're glad to have you along. Make it a wonderful experience.

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## 3. VPSC CLUB STRUCTURE / DIRECTORY

VPSC is made up of an executive of parent volunteers who help support and direct the club and a head coach who creates and directs the various swim programs. The executive and head coach meets approximately once a month to plan future events.

### COACHING STAFF

VPSC employs qualified coaches to provide swimmers with the opportunity to develop their athletic abilities through competitive swim training in a safe, fun, and team oriented environment. The head coach oversees the entire structure of the swim program. A head assistant coach helps run and direct the club when the head coach is away.

### DIRECTORS AND EXECUTIVE

- President:**
- chief executive officer
  - coordinates and monitors the club activities
  - acts as liaison with coaches
  - directs and oversees public relations
- First Vice President:**
- strikes and monitors all committees
  - assists president as directed
- Past President:**
- executive member acting as advisor to the club
- Secretary:**
- records and circulates the minutes of the board meetings
  - is responsible for club correspondence
- Treasurer:**
- handles club income and expenses
  - reports to board on club finances
  - distributes and reports on the year-end financial statements
  - writes cheques
  - liaises with Sports BC and other agencies as required
- Registrar:**
- organizes and coordinates registration
  - maintains membership records
  - registers members with CASA
  - distributes phone lists at the beginning of each session
- Members-at-Large:**
- set up committees or are responsible for one area
  - require a concentrated work effort for a limited time each year

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**Club Fundraising and Marketing:** - recruits members to participate in events and fundraising  
- seeks sponsorship

Coordinators are needed for each activity, including:

**Casino:** - sends in application

**Swim-a-thon:** - distributes forms  
- arranges prizes and collects money  
- coordinates volunteers

**Miscellaneous:** - as needed

**Officials’ Coordinator:** - organizes volunteers to work at meets  
- organizes training sessions

**UBCD Representative:** - attends meetings about once a month  
- reports to the board

**LMR Representative:** - attends meetings about once a month  
- reports to the board

**Equipment Manager:** - works with the distributor  
- sells club equipment to members

**Social Coordinator:** - organizes swimmer and parent activities

**Newsletter Editor:** - puts newsletter together for distribution

**Group Communication:** - distributes information to parents in a specific group (via email/phone)

**Volunteer Credit Coordinator:** - assigns specific jobs to parents  
- keeps account of volunteer credits for each family  
- reports to the Treasurer three times a year on the status of each family’s volunteer credits

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## **4. COMMUNICATION**

### **MEMBERSHIP LIST**

One link in VPSC’s communication system is a list of all swimmers, their ages, parents' names, addresses, and telephone numbers. Each family receives a copy of this list at the beginning of the season and it is updated from time to time by the registrar.

### **EMAIL**

This is our primary source for getting information to the families of the club. Expect regular emails about events, notices and updates. Email will be used to let members know about upcoming events, schedule changes and any other news and notes about the club.

### **WEBSITE**

Our website, <http://www.pacificdolphins.com/vpsc>, provides another source of most of the information that is sent home with your swimmer. The website is updated with schedules, calendars, meet information, meet results, notices of events or announcements and other pertinent information to the club.

### **MEETINGS**

An ANNUAL GENERAL MEETING is held early in the fall to elect new board members and to educate and meet members.

BOARD OF DIRECTORS meetings are held usually once per month in the club office. The times and dates of these meetings are announced in the newsletter. Note: Only Board Directors can vote. PARENT/COACH meetings are held as needed for each group to discuss such issues as training programs and upcoming events particular to that group and to answer any questions parents may have. Additionally, coaches can be reached at the pool after each practice or through the club office if you have any questions or concerns during the season.

### **VPSC CLUB OFFICE**

The club office is generally open everyday; however, the times vary. If you would like to drop in, please call ahead to make an appointment. The office is located in St. James Community Square at 3214 West 10<sup>th</sup> Avenue, Vancouver, BC, V6K 2L2. The VPSC phone number is (604) 736-0411 and the fax number is (604) 736-0477.

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### **SWIM MEET INFORMATION AND CONSENT FORMS**

Before each swim meet a sheet containing preliminary information about the competition is distributed to the swimmers. If the swimmer is planning to attend the meet, the form must be signed and returned to the coach by the deadline on the consent slip. For local meets there is also a box for parents to check off if they are available to time or officiate at the meet.

### **LORD BYNG POOL BULLETIN BOARD**

Please check the Lord Byng Pool bulletin board weekly. A calendar of events is listed on the board as well as other club information. The bulletin board provides a backup for notices that may or may not make it home.

### **SOCIAL EVENTS**

The club organizes two or three social events a year. These events provide a fun opportunity for members and their families to get to know each other and the coaches. They are usually held at Christmas and the beginning and end of the swimming season.

### **GROUP MAILBOXES**

Each group has its own mailbox that coaches bring with them to the pool. Swimmers are asked to bring home mail usually at least once per week.

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## **B. OBJECTIVES AND STRUCTURE**

### **1. VPSC OBJECTIVES AND GOALS**

VPSC's mission statement is adopted from the UBC Dolphin Swim Association (UBCD) and is the same in order to create the programs necessary to prepare VPSC athletes for a streamlined transition into that organization. VPSC is dedicated to providing the best program available for competitive swimmers at the age group level in order that all of its members have the highest possibility of success. VPSC's program is geared toward long term athlete development in accordance with Swim BC.

#### **SWIMMERS**

- To provide a planned training curriculum that addresses the cognitive, physical and social-emotional development of the young athlete.
- To provide continuous monitoring and evaluation.
- To encourage fun and enjoyment of swimming.
- To provide the opportunity to train and compete at appropriate levels.
- To provide the framework in which team spirit and a sense of community can grow.
- To provide qualified coaches.
- To locate and offer facilities in which to carry out effective training programs.
- To provide equipment selected to enhance the training programs.

#### **PARENTS**

- To provide support for volunteer positions.
- To provide technical training to enable parents to help with swim meets.
- To provide information to help parents meet the physical, emotional and nutritional needs of their developing athlete.
- To provide the opportunity for parents to give feedback to board members and coaches.
- To provide a network of communications including a newsletter, telephone chain, bulletin boards, and consent forms.
- To provide opportunities for parents to become part of the VPSC community.

#### **ORGANIZATION**

##### **PLANNING**

- Long and short term planning is a continuous process that relates to specific policies and to the mission statement of UBCD / VPSC.

##### **MAINTAINING**

- Continuity of the organizational structure proceeds both within the swim year and through successive swim years while being responsive to the long and short term planning done by the head coach.

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## **SUPPORTING**

- Circles of support, including swimmers, coaches, parents and the swim community, are nurtured through the planning and maintenance aspects of the VPSC organization.

## **PUBLIC AWARENESS**

- To promote VPSC as a community of swimmers, parents and coaches working together to create an atmosphere that provides boys and girls the best opportunity to achieve excellence in competitive swimming.
- To promote in various formats the accomplishments of the club’s swimmers and the club itself.
- To actively promote in various formats an awareness of what VPSC offers to potential swimmers.

## **2. UBCD GOALS**

The **UBC Dolphin Swim Association (UBCD)** is an innovative, high performance, non-profit organization. Built upon swimming excellence, UBCD was founded upon the spirit of cooperation and teamwork unprecedented among other amateur sport organizations of the time.

The program, while focusing on swimming excellence, also acknowledges the importance of encouraging athletes to achieve their goals at the highest level possible. This opportunity is provided by offering a broad spectrum of programs in a healthy, wholesome environment that acknowledge personal growth.

## **3. MOVEMENT OF SWIMMERS**

As swimmers improve, they are given the opportunity to advance through the spectrum of programs offered by VPSC and UBCD.

### **MOVEMENT CRITERIA**

Swimmers advancing from one group to the next must meet the following criteria:

- The swimmer must have learned the skills associated with the previous level.
- The swimmer must have made a commitment to swimming and attended all required practices.
- The swimmer must be at a similar age, skill level, and training ability of the new level.
- The swimmer must be at a similar performance level of the new level.

Swimmers meeting the above-stated criteria are selected by the coaches of the groups involved along with the head coach. If there is space available the parents are consulted and then the athlete is invited to advance. A probationary period is offered to ease this transition. Any parents or swimmers with questions regarding swimmer movement should contact the head coach.

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## 4. VPSC GROUP STRUCTURE

NOVICE PROGRAMS	INTERMEDIATE PROGRAMS	ADVANCED PROGRAMS
<b>Green Dolphins and Junior Dolphins</b>	<b>Red Dolphins</b>	<b>Age Group Provincial</b>
<u>Objectives</u> <ul style="list-style-type: none"> <li>• Basic instruction of all four strokes, starts, turns and other skills associated with swimming</li> <li>• Ages 6 - 8</li> </ul> <u>Practices</u> <ul style="list-style-type: none"> <li>• 2practices/week-Jr Dolphins</li> <li>• 3practices/week-Green</li> </ul>	<u>Objectives</u> <ul style="list-style-type: none"> <li>• Development of fitness, all four strokes and skills associated with competitive swimming</li> <li>• Ages 7 - 11</li> </ul> <u>Practices</u> <ul style="list-style-type: none"> <li>• 4 practices / week</li> </ul>	<u>Objectives</u> <ul style="list-style-type: none"> <li>• Proficiency in all areas of fitness,stroke development, and competitive swimming skills</li> <li>• Ages 11 - 13</li> </ul> <u>Practices</u> <ul style="list-style-type: none"> <li>• 6-7 practices / week</li> </ul>
<b>White Dolphins</b>	<b>Blue Dolphins</b>	<b>Silver Dolphins</b>
<u>Objectives</u> <ul style="list-style-type: none"> <li>• Development of all four strokes, starts, turns and introduction to competitive swimming</li> <li>• Ages 7 - 10</li> </ul> <u>Practices</u> <ul style="list-style-type: none"> <li>• 3 practices / week</li> </ul>	<u>Objectives</u> <ul style="list-style-type: none"> <li>• Continued development in all areas of fitness, stroke development and competitive swimming skills</li> <li>• Ages 8 - 11</li> </ul> <u>Practices</u> <ul style="list-style-type: none"> <li>• 5 practices / week</li> </ul>	<u>Objectives</u> <ul style="list-style-type: none"> <li>• Proficiency in all areas of fitness,stroke development, and competitive swimming skills</li> <li>• Ages 11 - 14</li> </ul> <u>Practices</u> <ul style="list-style-type: none"> <li>• 6 practices / week</li> </ul>
	<b>Bronze Dolphins and Stroke Development &amp; Conditioning</b>	<b>Gold Dolphins and Age Group National</b>
	<u>Objectives</u> <ul style="list-style-type: none"> <li>• Continued development in all areas of fitness, stroke development and competitive swimming skills</li> <li>• Ages 11 - 17</li> </ul> <u>Practices</u> <ul style="list-style-type: none"> <li>5 practices / week – Bronze</li> <li>3-4 practices/week - SDC</li> </ul>	<u>Objectives</u> <ul style="list-style-type: none"> <li>• Excellence in fitness, stroke development, and competitive swimming skills</li> <li>• Ages 13 - 17</li> </ul> <u>Practices</u> <ul style="list-style-type: none"> <li>• 6-9 practices / week</li> </ul>

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## 5. UBCD GROUP STRUCTURE

	<b>UBCD INTERNATIONAL GROUP</b>	
	<u>Members:</u> <ul style="list-style-type: none"> <li>• 8 Athletes</li> </ul> <u>Facilities:</u> <ul style="list-style-type: none"> <li>• UBC Aquatic Centre</li> </ul>	
<b>UBCD NATIONAL GROUP</b>	<b>UBC VARSITY SWIM TEAM</b>	
<u>Members:</u> <ul style="list-style-type: none"> <li>• 12 Athletes</li> </ul> <u>Facilities:</u> <ul style="list-style-type: none"> <li>• UBC Aquatic Centre</li> </ul>	<u>Members:</u> <ul style="list-style-type: none"> <li>• 36 Athletes</li> </ul> <u>Facilities:</u> <ul style="list-style-type: none"> <li>• UBC Aquatic Centre</li> </ul>	
<b>CANADIAN DOLPHINS</b>	<b>VANCOUVER PACIFIC</b>	<b>WINSKILL DOLPHINS</b>
<u>Members:</u> <ul style="list-style-type: none"> <li>• 70 Athletes</li> </ul> <u>Facilities:</u> <ul style="list-style-type: none"> <li>• Vancouver Aquatic Centre</li> </ul>	<u>Members:</u> <ul style="list-style-type: none"> <li>• 180 Athletes</li> </ul> <u>Facilities:</u> <ul style="list-style-type: none"> <li>• Lord Byng Pool</li> <li>• St. George’s Pool</li> <li>• UBC Aquatic Centre</li> </ul>	<u>Members:</u> <ul style="list-style-type: none"> <li>• 70 Athletes</li> </ul> <u>Facilities:</u> <ul style="list-style-type: none"> <li>• Winskill Aquatic Centre</li> </ul>

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## C. RESPONSIBILITIES OF VPSC MEMBERS

### 1. PARENTS' RESPONSIBILITIES

As in most sports involving children, parents have obligations to their children and to the organizations that are responsible for the management of the activity. Swimming is no exception. Parent involvement is critical to the continuing success of the club. **It is the responsibility of every parent to actively participate and to ensure that tasks are distributed evenly among all VPSC families.**

In addition to the day-to-day running of the club, parents have other responsibilities:

#### IN GENERAL

- Ensure that your swimmer gets to workouts and meets on time. Car pools can help.
- Please pay attention to your swimmer's diet and discourage the consumption of junk food, which will interfere with performance.
- Notify the coach if your swimmer has any unusual medical problems or will be away from practices due to illness or vacation.
- It is strongly recommended that all equipment be marked with your swimmer's name.
- If you don't like the way things are going in the club, discuss your concerns with your swimmer's coach.
- Swim clubs cannot function without volunteers to serve on the executive and various committees. Do not leave everything to be done by the same few people.
- Respect the decision of the coach in placing swimmers in groups which she/he feels will allow them to work in comfortable and optimum surroundings.
- Notices are handed out almost weekly so ensure that you receive them from your swimmer (check the bottom of the swim bag regularly).
- Take the time to find out about the sport. It can be fun, it can be rewarding, and it can become a "family" involvement.

#### AT COMPETITIONS

- At least one parent from each family must officiate at all local competitions.
- Take care of billets when UBCD/VPSC are hosting out-of-town competitors.
- Supply food when UBCD/VPSC are hosting competitions.
- Provide assistance in the planning and organization of UBCD/VPSC hosted meets.

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## 2. SWIMMERS' RESPONSIBILITIES

Each group functions as a unit. Individual swimmers make an important contribution to the success of the group and their teammates. When swimmers attend practices on a consistent basis, the cohesiveness and group dynamics affect the whole team positively. Swimmers have responsibilities to themselves, their teammates, and their coaches:

### IN GENERAL

- Obey all pool regulations.
- Be on time for workouts. Be on deck, getting ready for dryland training, at least 15 minutes before the start of a training session. Report to your coach when you will be late or when you have to leave early.
- Be cheerful and cooperative. Productive swim training should be "serious fun", even though at times it is physically demanding and repetitious.
- Do not interfere with or impede the training of others.
- Listen when your coach is talking.
- Attend all designated practice sessions. If you are going to miss a practice please notify your coach in advance.
- If you cannot perform all assigned activities, bring a note from your doctor explaining your injury.
- Eat a well-balanced diet.
- Get plenty of rest.

### AT COMPETITIONS

- Arrive and check in at least 15 minutes prior to the start of warm-up.
- Attend all preliminary sessions in which you are registered. If you are sick or unable to attend, please notify your coach and the VPSC office.
- Attend all finals sessions. You may qualify for finals or participate in a relay.
- Stay with your team. Stretch, warm-up, sit and cheer with your team in its designated area.
- Wear team competition suits, cap, and uniform only.  
At VPSC designated meets – black /silver VPSC equipment.  
At UBCD designated meets – black UBCD equipment.
- Inform your coach if you must leave early.
- Check with your coach before leaving the meet for the day.

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## D. FINANCIAL MATTERS

### 1. FUNDING SOURCES

The running of a club such as this one is expensive. Fair value must be paid for good coaches and for pool time. Sources of funding include swim fees and fundraising activities.

### 2. MEMBERS' FINANCIAL RESPONSIBILITIES

a) Swimmers must complete a registration form and be aware of the fee and payment structure as set out on the registration form and must adjust such payments if the swimmer changes to a different level. Any fee increases due to group movement will be included with the letter of invitation to the new group. An account is kept for each swimmer. The club issues bills regularly but payments are required monthly without billing notice (i.e., post-dated monthly cheques are required at registration if the full annual fee is not paid at registration). **The swimmers' accounts must be kept in a positive state at all times.**

b) If you wish to withdraw from the program it is necessary to inform the Treasurer, Head Coach, and President with a written 30-day notice.

c) VPSC operates and is budgeted as a ten month program and must make a ten month commitment to the coaches and to the pools. It is, therefore, not in a position to allow monthly swimmers a credit for time not used (except in extraordinary circumstances, where a case must be presented to the VPSC Board). Swimmers who are out of the water due to illness or injury do not get their monthly fees back unless the period of absence extends over several months. In this case, the first month is still given as notice and thus paid so the period of absence becomes the time after that initial month.

d) If a swimmer withdraws from the club within the first two weeks, a \$25 administrative fee is charged. After this period no refunds are given.

e) The cost of processing NSF cheques is passed on to those who have written them.

f) First month swimming fees include: Family Membership, SNC (Swim/Natation Canada) Registration Fees, Swim BC Fee, Meet Fee Credit, First Month Swim Fees and the Volunteer Credit charge.

g) VPSC members must ensure their swim accounts are not overdrawn. If the account is in the negative, the arrears must be paid immediately. The Board may notify the club member and advise them the arrears must be paid within 14 days. If not paid, the swimmer(s) will not be allowed to compete in any further meets or attend practices until the overdue amount has been paid to VPSC.

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## 3. VPSC VOLUNTEER CREDIT PROGRAM

The Vancouver Pacific Swim Club is a “parent participation” club. We encourage family participation and lessen the costs for running our program through the implementation of a Volunteer Credit program. All families joining the club are expected to participate.

The fee structure and required credit/participation points are assigned by your swimmer’s color group and have been designed to match the opportunities to volunteer with your swimmer’s level.

At registration in September, each family is assigned a maximum number of points to be earned. For families with more than one swimmer, the number of points is assigned according to the swimmer in the highest level color group. Families with more than one swimmer only have to earn the assigned credit/participation points once. Your assigned quota of points will not change if movement to a higher group occurs during the season.

Every point earned by volunteering equals one dollar credit back up to the maximum fee paid. No credits are given over and above the number of assigned points. At the end of the season, any credits you have earned will get applied to next season's starting balance if you are returning, or refunded if you are not.

For swim families registering after September, the number of credit/participation points will be assigned by the Volunteer Credit Coordinator based not only on the swimmer’s color group, but also the month of registration and thus, the remaining opportunities to volunteer.

It is each family’s responsibility to record their volunteer service and to submit the form to the Volunteer Credit Coordinator. To keep your account up-to-date, your volunteer points must be submitted to our Volunteer Credit Coordinator three times per year – at the end of December, the end of March, and the end of June.

As part of September registration, each family has the opportunity to sign up for “administration and support” duties. Requests for participation for swim meets will come before each meet as part of your swimmer’s consent form.

All families from the *Blue* Color Group up through *Gold/Senior Performance* must earn at least part of their assigned points by completing an officials’ workshop/clinic (e.g., Stroke & Turn, Marshall, Starter etc).

For duties at VPSC-hosted swim meets, sign-up will be on a “first-come, first-serve” basis. Families who volunteer beforehand must still sign-in with the meet manager/designated official representative prior to the start of the session. Families who volunteer, but do not sign-in, and then are not needed will not be awarded credit points.

## **VANCOUVER PACIFIC SWIM CLUB – MEMBERS’ HANDBOOK**

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There are no credits/points earned for participating in non-VPSC-hosted swim meets, but it is mandatory that parents with participating swimmers volunteer for duties in at least three non-VPSC swim meets. Participation will be coordinated by our Officials Coordinator and Head Coach.

The points and fee assessment by Color Group for 2009/10 are:

<b><u>Colour Group</u></b>	<b><u>Participation Points Needed</u></b>
Junior Dolphins	100
Green Dolphins	100
White Dolphins	150
Red Dolphins/SDC	150
Blue/Bronze Dolphins	200
Silver/AGP	250
Gold/AGN	300

# **VANCOUVER PACIFIC SWIM CLUB – MEMBERS' HANDBOOK**

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## **4. FUNDRAISING**

VPSC is a non-profit organization dedicated to providing an opportunity for athletes to swim competitively. Our annual budget is more than \$300,000. It should be noted that less than 65 percent of this amount is obtained from swimmers' fees, with the balance raised through various fundraising projects.

Attitudes toward fundraising differ among our members, as they do through the community generally. While some participate enthusiastically, a few would prefer all revenue to be derived from fees. To adopt the latter approach would cause fees to nearly double, possibly denying membership to some. The executive has chosen the middle ground. VPSC runs two types of fundraising activities – Club Fundraising and Member Fundraising.

### **CLUB FUNDRAISING**

Club fundraising events support the budget of VPSC and help to provide quality programs. These events contribute 100 percent of their profits towards the operation of VPSC. Examples of these fundraisers are Government Direct Funding, Swim-A-Thon, Sponsorships and Advertising.

### **MEMBER FUNDRAISING**

Swimming can be expensive for swimmers who train and compete at higher levels. During the course of the year members may have the opportunity to reduce costs of events or training fees through fundraising events. These events usually include raffles, food sales, auctions, and car washes.

The club is always open to suggestions for other fundraising projects. In the past a variety of endeavors have been attempted including raffles, silent auctions, and pumpkin, chocolate bar, and Christmas tree sales. Please share your ideas with the Executive Board.

# VANCOUVER PACIFIC SWIM CLUB – MEMBERS’ HANDBOOK

## E. CLUB EQUIPMENT

### VPSC EQUIPMENT

2009-10

#### Swim Suit & Clothing Orders

- **You are to contact your Equipment Manager, Sari Fleming, at 604-261-7962 or by email at [realestate@cosulichgroup.com](mailto:realestate@cosulichgroup.com) for order requests**
  - Payment to be made by personal cheque payable to VPSC at time of pick-up
    - Pickup up times can be arranged with Sari
- Exchanges are allowed as long as the suits have not gotten wet and the protective tape has not been removed;
  - Please allow sufficient time for requests to be filled.

##### **VPSC Speedo Competition Swim Suits:**

Female	Size 24/26/28/30	\$50 each
	Size 32/34/36	\$54 each
Male Briefs	Size 24/26/28/30/32/34	\$32 each
Male Jammers	Size 24/26/28/30/32/34	\$45 each

##### **UBC Dolphins Speedo Aquablades:**

Female	Size 24/26/28/30/32/34	\$82 each
Male Briefs	Size 24/26/28/30/32/34	\$50 each
Male Jammers	Size 24/26/28/30/32/34	\$80 each

##### **T-Shirts**

Youth	Small/Medium/Large	\$10 each
Adult	Small/Medium/ Large/ X-Large	\$10 each
Grey Soccer Style	Limited Stock	\$12 each

##### **Fleece Jackets**

Black fleece w/mandarin collar	Youth S/M/L	\$40 each
(some sizes may be limited)	Adult M/L/XL	\$45 each

##### **Hoodies, Fleece Pants, Back Packs & other special team gear –**

These are once a year orders done separately in the Fall.

# VANCOUVER PACIFIC SWIM CLUB – MEMBERS' HANDBOOK

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## Training Equipment Orders

Contact the office at [vpscswim@telus.net](mailto:vpscswim@telus.net) to order any of the below training equipment. Please include size and/or colour.  
Cheque payable to "VPSC" must be received to get equipment.

Training Fins	Sizes 1-3; 3-4; 5-6; 7-8; 8-9; 10-11; 12-13	\$35
Kick Board	Colours: Yellow, Green, Blue, Red	\$17
Hand Paddles	Small (Blue); Medium (Red); Large (Yellow)	\$18
Pull Buoy	White	\$10
Snorkel		\$33
Goggles	Vanquisher (Blue/Clear/Smoke)	\$15
	Jr. Vanquisher (Blue/Clear/Smoke)	\$14
	Women Vanquisher (Pink/Green/Teal/Magenta)	\$17
Speedo Backpack	Black, UBCD embroidered	\$70
Deluxe Mesh Bag	Colours: Black, Carolina Blue, Pink, Red, Silver	\$21

### Swim Caps

VPSC Latex	\$5 each
VPSC Silicon	\$11 each
UBCD Silicon	\$20 each

## VANCOUVER PACIFIC SWIM CLUB – MEMBERS' HANDBOOK

### F. SWIM MEETS

Throughout the year, swimmers are eligible for a number of meets, depending on their age and ability. The coaches select which meets the club will attend and into which events a swimmer will be entered.

Competitions give athletes a chance to put all their learned skills to use. A race is a celebration of the athletes' accomplishments and is a measure of the progress of skills and speed.

Young swimmers find competition very rewarding as they are able to strive for self-improvement. The coaches give advice to their swimmers before and after each race. Often swimmers will come away from a race with a ribbon, hand stamp, or some other acknowledgment of their accomplishments.

Information sheets listing all the pertinent information are handed out to the swimmers participating. Since the coaches must notify the host club several weeks in advance as to how many swimmers they are bringing and what events they wish them to swim, **it is necessary to notify the coach if the swimmer is able or unable to attend**. If consent forms are not returned the coach has no way of knowing if the swimmer intends to compete or not.

#### 1. SWIM MEET ORGANIZATION

Individual swim meets are organized so that children are competing against other swimmers of similar age and ability levels. Swimmers compete in age groups, usually 8&under, 9&10, 11&12, 13&14, 15-17, and Senior Open. Within each age group the swimmers are split into girls and boys and then sorted into heats according to their entry time.

In addition to the organization of swimmers at each individual competition, there are many different types of competitions to accommodate the diverse needs of the large swimming population. Swimmers qualify for different competitions based on their swimming times. All times used for qualifying for a competition must be achieved at a sanctioned meet.

# VANCOUVER PACIFIC SWIM CLUB – MEMBERS’ HANDBOOK

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## 2. TYPES OF COMPETITIONS

It is important that swimmers are entered into the appropriate type of competition for their ages and ability levels. Several different organizing bodies develop meet schedules to accommodate swimmers’ needs: Club, Region, Province, and National.

### Club Meets

**1. Junior / Green / White Dolphin Mini Meet**

This is a very low key, in-house meet for introductory level swimmers. The meet is an unsanctioned meet and is an informal chance for the young athletes to celebrate their skills. There are prizes, ribbons, demonstrations, etc.

**2. Time Trial & Dual Meet**

Time Trials and Dual Meets are again very low key, club hosted meets but are only for swimmers who are registered as competitive. These are sanctioned competitions and all times are official. To run a Time Trial the full complement of deck officials must be in place.

**3. Club Mini-Meet**

This event is held a couple of times a year and is an opportunity for the whole team to get together and have fun. The focus is to get swimmers and families involved with the club and to develop team harmony. The swimmers are divided into squads and compete in skills competitions, relays and games. The swimmers have a chance to practice the skills they have learned in a fun and low-pressure situation.

### Lower Mainland Regional Competitions

**1. PASS Meets**

Beginner swimmers aged 11 years and under have different needs from older or more experienced children; therefore, the region runs some competitions that are more appropriate for the younger swimmer. These meets have no qualifying times.

**2. LMR Regional Meets**

These meets are for swimmers who have graduated from the PASS meets up to “AAA” times. These are timed final meets lasting one or two days.

# VANCOUVER PACIFIC SWIM CLUB – MEMBERS’ HANDBOOK

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## Provincial Competitions

### 1. BC “AA” Championships

“AA” Provincial championships are held twice per swim season, once at the end of the short course (25 metre) season and again after long course (50 metre) season. The competitive age groups are 11&under, 12, 13, 14, 15 and 16&Over. A swimmer must achieve a “AA” championship qualifying time in one of the before-mentioned age groups to qualify for the competition. Swimmers achieving a Provincial “AAA” time are disqualified for that particular meet.

### 2. BC Age Group Championships

Provincial Age Group Championships are also held twice per swim season. The competitive Age Groups are 11 & Under, 12, 13, 14, 15 and 16 & Over. A swimmer must achieve at least one “AAA” time in one of the before-mentioned age groups to qualify for the competition. Swimmers achieving one qualifying time may swim six events.

### 3. BC Senior Provincial Championships

Senior Provincial Championships are also held once per swim season. There are no age groups. Instead, all swimmers compete in the senior open category. A swimmer must achieve at least one “AAA” time in the senior age group to qualify for the competition.

## National Competitions

There are three levels of National Competitions: Western Canadian Championships, Age Group Nationals, and Senior Nationals. To qualify, swimmers must meet both the age and time qualifications. For more information on these competitions please contact the head coach.

## Invitational Competitions

In addition to the before-mentioned competitions, clubs may host Invitational Swim Meets. The entry qualifications vary from meet to meet.

# VANCOUVER PACIFIC SWIM CLUB – MEMBERS' HANDBOOK

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## 3. SWIM MEET ENTRY PROCEDURES

Hosting a competition is a great deal of work. Clubs entering a meet must follow several rules which have been established to help in the running of an efficient swim meet. The following are the procedures we have adopted to enable us to abide by these rules.

### **Swim Meet Information Forms**

Prior to each swim meet, the coaches send out information about the competition (date, time, location, estimated cost, etc.). All swimmers who have met the criteria for that competition are given an information sheet. On the information sheet there is consent form that must be returned saying if your swimmer can or cannot attend the meet. This consent form must be returned by the deadline indicated on the information sheet. For some local meets there is also a box to check indicating the parents' availability to do any timing or officiating at the meet.

### **Entries**

The coaches select a swimmer's events based on the following guidelines:

- What are the meet rules including the maximum number of events, qualifying and dequalifying standards.
- What has been emphasized during training for the particular swimmer.
- What an athlete can swim successfully. If a swimmer cannot swim a stroke legally, he/she will not be entered in such an event.
- Over the season athletes should race all strokes and distances. Improvement comes more quickly when the athlete is given the opportunity to swim all events.

### **Meet Information**

During the week before a meet, each athlete is given the complete meet information including the date, location, times, coaches, events, team designation, and cost.

### **During the Competition**

Swimmers have several responsibilities during the competition. Some of these include:

- The 'Swimmers Responsibilities at Competitions' stated previously in the handbook
- Eating healthy food
- Swimmers entering the 800m or 1500m Freestyle events must supply their own timers at most competitions.

### **Relay Selection**

All swimmers are encouraged to swim in relays. Coaches use their discretion when selecting relay teams but generally base their decisions on fastest times. To qualify for a relay a swimmer must earn a spot with their best time or performance from earlier in the competition.

# **VANCOUVER PACIFIC SWIM CLUB – MEMBERS' HANDBOOK**

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## **4. OFFICIALS**

All officials are volunteers. Parents of all children participating in the meet are expected to officiate. This may include timing, chief timer, clerk of course, marshal, stroke and turn judge, referee, or starter. All officials, including timers, must wear a white shirt and pants or shorts.

There are officials clinics hosted several times each year in the Lower Mainland and parents may become qualified by attending any of these clinics. Clinics last about two to three hours. Please watch for notices so that you can become qualified. It is more fun being active on the deck with the swimmers than spending a long day in the (typically uncomfortable) stands.

## **5. TRAVEL POLICY**

It is a basic philosophy of the club to provide at least one travel opportunity each year for swimmers at the competitive level. All swimmers travel with the club under the arrangements made by the club, or make alternate arrangements in consultation with the head coach. VPSC often travels with the other swim clubs associated with UBCD, which helps to reduce costs. Travel arrangements for "away" meets are made with the safety and well-being of the swimmers being given foremost consideration. Swimmers are given information sheets regarding the upcoming meet well in advance. Included are departure and return times, cost of transportation, accommodation and food allowances. Where appropriate, chartered or scheduled public transportation is arranged.

In addition to the coach, parent chaperones are often required. The club provides a supervisory ratio of one staff per seven to ten swimmers, but this ratio may vary depending on the ages of the group traveling.

On occasion, swimmers will be billeted by the host club, thus reducing some of the cost of the meet. In turn, VPSC families have the responsibility for billeting visiting teams occasionally during the swim year. An attempt is made to match swimmers' ages. Small gifts for the billeting families are greatly appreciated by the host families and telephone calls should be made collect to the swimmers' own homes.

Hotel accommodation is also used at championship meets or when billeting is not available. Rooming lists are drawn up by the coach in charge and swimmers are asked to help accommodate the group by staying with their roommate.

Boys and girls ages 10 and under must be accompanied by a parent at meets longer than one day. Chaperones can not be responsible for them. All swimmers are expected to be well behaved at all times.

# VANCOUVER PACIFIC SWIM CLUB – MEMBERS' HANDBOOK

## APPENDIX A - POOL LOCATIONS

<b>ARBUTUS CLUB</b>	4226 Arbutus St., Vancouver	266-7166
<b>CANADA GAMES</b>	65 East 6th Ave., New Westminster	526-4281
<b>DELTA SUNGODS</b>	7815 - 112th St., Delta	591-5566
<b>HOLLYBURN</b>	950 Crosscreek Rd., West Vancouver	922-0161
<b>KAMLOOPS</b>	#132 - 910 McGill Rd., Kamloops	828-3660
<b>KILLARNEY</b>	6260 Killarney, Vancouver	434-9167
<b>LORD BYNG</b>	3990 West 14th Ave., Vancouver	228-9734
<b>PACIFIC SEA WOLVES</b>	14655 17th Ave., Surrey, BC	536-2165
<b>PERCY NORMAN</b>	30 East 30th Ave., Vancouver	257-8680
<b>RENFREW</b>	2929 East 22 <sup>nd</sup> Ave. Vancouver	257-8393
<b>S.F.U.</b>	Burnaby Mountain, Burnaby	291-4142
<b>ST. GEORGE'S POOL</b>	4175 West 29th Ave., Vancouver	224-1304
<b>SURREY KNIGHTS</b>	10275 - 135th St., Surrey	581-6107
<b>U.B.C.</b>	University Blvd., Vancouver	822-4522
<b>VAN. AQUATIC CENTER</b>	1050 Beach Ave., Vancouver	665-3424
<b>WINSKILL</b>	5575 - 9th Ave., Tsawwassen	943-1151

# VANCOUVER PACIFIC SWIM CLUB – MEMBERS’ HANDBOOK

## APPENDIX B - GLOSSARY OF SWIM TERMS

Term	Explanation
AGE GROUP	classification of swimmers into groupings by age (e.g. 10&under; 11&12 year olds, etc.)
CLUB COLOURS	black and silver
CONVERSIONS	swimmers' times may require conversion between long/short course and yard/metres
DEQUALIFYING TIME	fastest permitted time per entry in an event
FLY	butterfly stroke
I.M.	individual medley (specified length of each stroke in order – fly, back, breast, free)
LONG COURSE	interpreted generally as a 50 metre course
MEET	competition for fastest times
MEET FEE	charge levied for each swimmer per event
QUALIFYING TIME	slowest permitted time for entry in an event
RELAY TEAM	four swimmers representing their club, in which an overall or accumulated time counts
SANCTION	approval by the governing body
SHORT COURSE	interpreted generally as a 25 metre course
SNC	Swim/Natation Canada
SPLITS	intermediate times (e.g. the 100 metre time in a 400 metre race)
SWIM-A-THON	major fundraising event; swimmers collect pledged money for the number of lengths swum in either one or two hours
TAG TIMES	Top Age Group times – a national ranking published in Swim Canada Magazine
TIME TRIAL	swimmers competing with only their own club members, or individually, in an attempt to achieve faster times

## **VANCOUVER PACIFIC SWIM CLUB – MEMBERS’ HANDBOOK**

### **APPENDIX C - DISCIPLINE AND HARASSMENT**

#### **DISCIPLINARY ACTION**

For the most part swimmers and coaches are able to resolve disciplinary problems. When such a resolution is not possible and a swimmer’s behavior is disruptive to the team, the coach and swimmer will consult the swimmer’s parents. If parents have questions or concerns about their swimmer, it is important to talk with the coach immediately. Issues that cannot be resolved are taken to the head coach. If the problem continues, it is taken to the VPSC board.

#### **HARASSMENT POLICY**

VPSC follows the harassment policy set by Swim BC. If anyone has a concern in this area please contact the executive so the problem can be dealt with promptly.

**VANCOUVER PACIFIC SWIM CLUB – MEMBERS’ HANDBOOK**

**APPENDIX D – VOLUNTEER CREDIT PROGRAM**

**JOB DESCRIPTIONS**

<b>A. Board of Directors (must attend 80% of all meetings)</b>		
<b>Duty</b>	<b>Description</b>	<b>Points earned</b>
President	Acts as the Chief Executive Officer of the Society and presides at all meetings. Is the official spokesperson and representative of the Club	200
Vice-President	Assists the President and performs duties when the President is absent, and other duties as assigned by the Board	200
Past President	Provides advice to the Board following their term as President	200
Treasurer	Makes all financial arrangements for the Society as directed by the Board and oversees the integrity of the financial records as prepared by the Society’s accountant Responsible to file with the Registrar of Companies of the Province of BC within 14 days of the Annual General Meeting	200
Secretary	Produces and distributes the minutes of the Board and Annual General Meeting. Collects all Board directed correspondence & keeps files	200
Registrar	Organizes reviews and updates information for new membership for September. Is responsible for ensuring all club swimmers with Swim BC	200
LMR Representative	Attends LMR parent meetings and reports back to the board	200

## VANCOUVER PACIFIC SWIM CLUB – MEMBERS’ HANDBOOK

<b>B. Administration &amp; Support</b>		
<b>Duty</b>	<b>Description</b>	<b>Points earned</b>
AGM Attendance	Attend the Annual General Meeting	25 per family
Equipment Manager	Orders, stores and distributes team gear including collection of monies.	300 + \$10/month account credit
Officials Coordinator	Solicits officials volunteers (VPSC and non-VPSC meets) & organizes session schedules for VPSC-meets	300 + \$10/month account credit
Fundraising Event Coordinator	Organizes and runs a fundraising event for the club	100/event
Social Event Coordinator	Organizes and supervises events during the season & the year-end Awards party	50/event
Swim-a-thon Assistant	Helps organize the data for swim-a-thon and compile addresses for tax receipts	100-200
Photographer	Take photos of a swim meet or event and submits them to the head coach	25/event
Volunteer Credit Coordinator	Responsible for matching & filling parent jobs (at Registration), makes changes to the program based on an annual review in June. Provides updates to families & Treasurer 3 times/yr. (Jan, Apr & June)	200
Website Editor	Helps head coach update and keep club website current	200

## VANCOUVER PACIFIC SWIM CLUB – MEMBERS’ HANDBOOK

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### C. Swim Meets - VPSC-hosted and Officials Training Clinics

*Only VPSC and UBCD hosted meets are eligible for points*

**Meets Included:**

**VPSC Invitational**

**CDSC Invitational**

**Any meet hosted at UBC Aquatic Centre**

**PASS meets and mini-meets that require timers**

<b>Duty</b>	<b>Description</b>	<b>Points earned</b>
Chief Timer		50/session
Clerk-of-course		100/meet
Concession Coordinator	Purchases food items, sets up concession & worker schedules. Prepares sales & expenses for the Treasurer	100/meet
Concession Worker	Assists with set-up of concession & sale of items	25/session
Hospitality Coordinator	Coordinates food donations, prep, schedules workers to distribute to coaches & officials	200/meet
Hospitality Worker	Prepares & distributes food to coaches & officials	25/session
Referee		75/session
Results Worker		25/session
Starter		75/session
Stroke & Turn Judge		50/session
Timer		25/session
Meet Manager	Organizes/runs VPSC meets	200/meet
Officials Workshop- Chief Timer	Register and attend workshop	50
Officials Workshop- Clerk of Course	Register and attend workshop	50
Officials Workshop- Stroke & Turn	Register and attend workshop	50
Officials Workshop-Starter	Register and attend workshop	75
Officials Workshop-Referee	Register and attend workshop	100

# VANCOUVER PACIFIC SWIM CLUB – MEMBERS' HANDBOOK

## APPENDIX E – 2009/10 CLUB INFORMATION

### COACHING STAFF

The 2007/08 staff brings a number of new coaches to the staff this season. We have a fantastic coaching staff this season with some familiar faces from the swimming world joining the staff.

### GROUP COACHES

#### **Tyler Lewall – *Age Group National/Head Coach***

Tyler is returning for his eight season with the club and has over 20 years of coaching experience. Tyler is currently president of the BC Swim Coaches Association and three time winner of the BCSCA Age Group coach of the year award (2005, 2007 and 2008)

#### **Kristin Lewall – *Age Group Provincial, Silver and Blue Dolphins/Assistant Head Coach***

Kristin is returning for her sixth season with the club. Kristin has been coaching for over 10 years and previously swam with Dolphins. Kristin's youth coaching expertise has seen dozens of her athletes go on towards provincial finals and medals.

#### **Liz Collins – *Acting Assistant Head – AGP, Silver and Blue Dolphins***

Liz is starting on her fourth year with VPSC. She recently retired from swimming as one of Canada's best Freestylers. Liz will be replacing Kristin while she is on maternity leave this season.

#### **Marian Johnson – *Developmental Coordinator/Bronze Dolphins***

Marian returns to our staff this year to coordinate our 10 & Under program and help mentor our developmental staff. Marian has been on deck for 30 years at all levels of coaching from Learn to Swim to International athletes. Marian will also be working with our Age Group National squad.

#### **Dale Robinson – *Gold Dolphins***

Dale is returning for his third season as the Gold Dolphins coach and brings with him over 10 years of youth and masters coaching experience from BC and Ontario.

#### **Amanda Hall – *Blue Dolphins***

Amanda returns for her third year and will be coaching the Blue Dolphins this season.

#### **Tallis Hobbs – *Red Dolphins***

Tallis joins VPSC for his first season with the team. Tallis has been coaching winter and summer swimming the past few years and has recently moved to Vancouver to attend UBC.

#### **Lauren Vredenburg – *Developmental Lead Coach***

Lauren is returning for her third season with the club and this year will be the lead coach in charge of Junior, Green and White Dolphins.

# **VANCOUVER PACIFIC SWIM CLUB – MEMBERS' HANDBOOK**

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## **Dan Minster – *Stroke Development & Conditioning***

Dan joins us this year to help run our SDC program. Dan brings years of experience swimming at VPSC and in the Vancouver swim community.

## **ASSISTANT COACHES**

The following coaches will be helping out with a number of groups this year.

**Alison Moore** – Red Dolphins

**Erin Hogg** – AGP/Silver/Bronze Dolphins

**Erich Schmitt** – Red Dolphins

**Jennika Efford** – Junior/Green/White/Bronze

**Tara Ivanitz** – Junior/Green/White/Bronze

**Deanna Stefanyshyn** – Junior/Green/White/Bronze

**Lauren Kimak** – Green/White

# VANCOUVER PACIFIC SWIM CLUB – MEMBERS’ HANDBOOK

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## EQUIPMENT LIST

This is a list of mandatory equipment and team gear needed for each group. Other equipment is either recommended or optional.

### **Junior, Green and White**

#### **Dolphins:**

##### **Club Gear:**

VPSC t-shirt  
VPSC cap  
VPSC swimsuit

##### **Training Gear:**

Water Bottle

### **Red, Blue, SDC and Bronze Dolphins:**

#### **Club Gear:**

VPSC t-shirt  
VPSC cap  
VPSC swimsuit

#### **Training Gear:**

Training fins  
Pull buoy (Red: N/A, Blue: starting January, Bronze: starting September )  
Water Bottle

### **Silver, AGP:**

#### **Club Gear:**

VPSC t-shirt  
VPSC cap  
VPSC swimsuit

#### **AAA Swimmers:**

UBCD Shirt & Cap (first shirt and first cap are free)  
UBCD Suit (Black Speedo is fine, or you can order a UBCD suit)

#### **Training Gear:**

Training fins  
Pull buoy  
Kickboard (optional)  
Paddles  
Snorkel  
Training band (supplied by coach – don’t lose it)  
Water Bottle

### **Gold, AGN:**

#### **Club Gear:**

VPSC t-shirt  
VPSC cap  
VPSC swimsuit  
UBCD Shirt & Cap  
UBCD Suit (competition suit should be a UBCD suit or black racing suit)

#### **Optional Team Gear:**

UBCD Track suit (swimmers attending Youth or Club Nationals should get one)

#### **Training Gear:**

Training fins  
Pull buoy  
Paddles  
Snorkel  
Training band (supplied by coach – don’t lose it)  
Water Bottle

# VANCOUVER PACIFIC SWIM CLUB – MEMBERS' HANDBOOK

## GROUP SCHEDULES

2009/10

<b>Age Group National</b>		
Monday	5:00-7:00 PM	UBC
Tuesday	5:30 - 7:20 AM	UBC
	4:00 - 6:30 PM	UBC
Wednesday	5:00 - 7:00 PM	UBC
Thursday	5:30 - 7:20 AM	UBC
	4:00 - 6:30 PM	UBC
Friday	5:45 - 7:30 AM	UBC
	4:00 - 6:30 PM	UBC
Saturday	5:45 - 8:00 AM	UBC
<i>Friday morning is for select Senior stream swimmers only</i>		

<b>Gold Dolphins</b>		
Monday	5:00 - 7:00 PM	UBC
Tuesday	4:30 - 7:00 PM	UBC
Wednesday	5:00 - 7:00 PM	UBC
Thursday	4:30 - 7:00 PM	UBC
Friday	5:45 - 7:30 AM	LBP
	4:00 - 6:30 PM	UBC
Saturday	5:45 - 8:00 AM	UBC
<i>Friday PM practice is by invitation based on attendance and performance</i>		

<b>Age Group Provincial</b>		
Monday	5:15 - 7:00 PM	LBP
Tuesday	5:30 - 7:20 AM	UBC
	4:30 - 7:00 PM	UBC
Wednesday	5:30 - 7:15 AM	UBC
Thursday	4:30 - 7:00 PM	UBC
Friday	4:00 - 6:00 PM	LBP
Saturday	5:45 - 8:00 AM	UBC
<i>Tuesday AM practice is by invitation based on attendance and performance</i>		

<b>Silver Dolphins</b>		
Monday	5:45 - 7:30 AM	LBP
Tuesday	4:30 - 7:00 PM	UBC
Wednesday	5:15 - 7:00 PM	LBP
Thursday	4:30 - 7:00 PM	UBC
Friday	4:00 - 6:00 PM	LBP
Saturday	5:45 - 8:00 AM	UBC

<b>Bronze Dolphins</b>		
Tuesday	5:45 - 7:00 PM	StG
Wednesday	5:45 - 7:30 AM	LBP
Thursday	5:45 - 7:00 PM	StG
Friday	5:00 - 7:00 PM	UBC
Saturday	7:15 - 9:00 AM	LBP

<b>Stroke Development &amp; Conditioning</b>		
Tuesday	4:15 - 5:30 PM	UBC
Thursday	4:15 - 5:30 PM	UBC
Friday	4:15 - 5:30 PM	UBC
Saturday	7:15 - 9:00 AM	LBP
<i>Saturday morning is only for swimmers that plan on being competitive</i>		

<b>Blue Dolphins</b>		
Monday	3:45 - 5:30 PM	LBP
Tuesday	4:30 - 6:00 PM	LBP
Wednesday	3:45 - 5:30 PM	LBP
Thursday	4:30 - 6:00 PM	LBP
Friday	4:00 - 5:30 PM	UBC

<b>Red Dolphins</b>		
Monday	4:30-6:00 PM	LBP
Tuesday	5:45-7:00 PM	LBP
Wednesday	4:30-6:00 PM	LBP
Thursday	5:45-7:00 PM	LBP

<b>White Dolphins</b>		
Tuesday	5:45-7:00 PM	StG
Thursday	5:45-7:00 PM	StG
Saturday	7:45 - 9:00 AM	LBP

<b>Green Dolphins</b>		
Tuesday	4:50 - 6:00 PM	StG
Thursday	4:50 - 6:00 PM	StG
Saturday	7:45 - 9:00 AM	LBP

<b>Junior Dolphins</b>		
Tuesday	4:50-6:00 PM	StG
Thursday	4:50-6:00 PM	StG