



## Whistler Mountain Ski Club 2019-2020 Member Guidelines

*The Whistler Mountain Ski Club has adopted the following guidelines to provide our parent Members with one document that provides pertinent information, lays out your basic obligations and outlines where you can find Club resources.*

**Kick Off Meeting** - The Club will hold a “Kick-off Meeting” followed by fitness assessments & officials training on November 16<sup>th</sup> and 17<sup>th</sup> at Whistler Secondary School. The Kick-off Meeting will involve all athletes, parents and staff. Attendance at the Kick-Off Meeting is mandatory. Athletes or parents missing the Kick-Off Day will be required to commit to a follow-up meeting in the Club Cabin to cover the materials missed.

**Communication Pathways** - Coach to athlete/parent communication will be primarily through the TeamPages app. Coach cell numbers and emails are also available through the TeamPages app.

The Club recognizes that from time to time parents will have questions or concerns regarding their athlete or program. The Club provides parents with the following communication pathway:

- first, communicate with your athlete’s coach directly and openly;
- if your athlete’s coach is not able to address the issue, communicate with your age category Lead Coach; and
- finally, if the issue continues to remain unresolved, reach out to the Executive Director in writing to schedule a meeting.

**Conduct Protocol** - the Club has adopted a Conduct Protocol to achieve our mission of being a center of excellence in the development of champions. The Conduct Protocol has three primary elements:

- the Club’s Statement of Teamship Values, which guide us in our pursuit of excellence in behavior, effort, communication and reputation;
- the Club’s Athlete Code of Conduct lays out athlete responsibilities, as well as the Club’s minimum expectations for athlete behavior and the repercussions for non-compliance; and
- Respect in Sport for Parents, an online module designed to allow you to recognize and prevent bullying, abuse, harassment and discrimination.

**ATHLETES WILL NOT BE PERMITTED TO PARTICIPATE IN ON-SNOW ACTIVITIES UNTIL THEY HAVE DELIVERED THEIR SIGNED AND PARENT CO-SIGNED TEAMSHIP VALUES AND ATHLETE CODE OF CONDUCT. ALL NEW PARENTS MUST COMPLETE RESPECT IN SPORT PRIOR TO DECEMBER 1, 2019.**

### How to be a well-informed WMSC member

<b>WMSC Website</b>	Your best source of information: program details, training calendars, camp information, news articles, newsletters, athlete-parent resources, WMSC policies, waivers and more.
<b>WMSC Newsletter and Emails</b>	Not receiving it via email? Check your spam folder and if not there, email <a href="mailto:info@wmsc.info">info@wmsc.info</a> You can access news articles and newsletters at <a href="http://www.wmsc.info">www.wmsc.info</a> or on your U group website.
<b>Social Media</b>	Follow us on Facebook and Instagram  
<b>Update Addresses/Phone Numbers</b>	Review and update your contact information to ensure you receive all Club communications and other important information.

**New Registration Feature-** On May 15, 2019 we upgraded our registration with **Active Works Online Account**, packed with features that we hope you find useful. The new site provides a better mobile version to simplify registration, payments and quick overview of programs your athlete and family have enrolled to. We hope you take some time to familiarize yourself with the new website, and we welcome feedback to help us to improve it.

Our main source of communication is our website [www.wmsc.info](http://www.wmsc.info)



<b>PROGRAMS</b>	<b>MEMBERS</b>	<b>NEWS AND EVENTS</b>	<b>ABOUT</b>	<b>RESOURCES</b>	<b>VOLUNTEER</b>	<b>SUPPORT WMSC</b>	<b>WHISTLER CUP</b>
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<b>Programs TeamPages App (mobile)</b>	<ul style="list-style-type: none"> <li>This is your U group page. You will need to login to your Team Pages account to view your calendar, mark attendance, communicate with your coaches, and access information exclusive to members</li> </ul>	
<b>About</b>	<ul style="list-style-type: none"> <li>Find our Mission, Vision, Guiding Principles</li> <li>Review our Org Chart and learn about our staff, directors and key volunteers</li> <li>Read our History, National and BC Team Alumni</li> <li>Learn about the Dave Murray National Training Centre</li> </ul>	
<b>Members</b>	<ul style="list-style-type: none"> <li>How to become a member</li> <li>Governance</li> <li>Club Photo Gallery</li> </ul>	
<b>News and Events</b>	<ul style="list-style-type: none"> <li>News Articles and Current Events</li> <li>WMSC and BC Alpine Calendars</li> <li>Results and Timing</li> </ul>	<ul style="list-style-type: none"> <li>Awards and Bursaries</li> <li>The Bob Parsons Memorial</li> </ul>
<b>Resources</b>	<ul style="list-style-type: none"> <li>WMSC Club Policies</li> <li>Athletics</li> <li>Forms</li> </ul>	<ul style="list-style-type: none"> <li>Volunteering</li> <li>Buy and Sell Facebook Page</li> </ul>
<b>Support WMSC</b>	<ul style="list-style-type: none"> <li>Sponsorship Opportunities</li> <li>Annual Auction</li> </ul>	
<b>Whistler Cup</b>	<ul style="list-style-type: none"> <li>All you need to know about Whistler Cup</li> </ul>	

**Club Policies** – In particular, please review our Club Policies including our Conduct Protocol and Travel Policy.

**My WMSC Account** – Every WMSC family will have two family accounts:

	<b>Active Works Online Account</b> where you can enroll your athlete(s) in their winter programs, races, trips, camps, sign up for additional services, volunteer, view and update your financial information and sign all the necessary policies
	<b>TeamPages</b> will be our main method of communication for the team, parents and coaches. We will post training, races, updates and events schedules and attendance. Please make sure to get the app from your App Store or Google Store



## Get to know WMSC Management and Alpine Staff Bios [here](#).

Management Staff	
<b>Executive Director, Mark Tilston</b> 604-932-4644 Ext 107   <a href="mailto:marktilston@wmsc.info">marktilston@wmsc.info</a> <ul style="list-style-type: none"> <li>• WMSC Mission and Vision</li> <li>• Operations</li> </ul>	<b>Sponsorships and Marketing, Bob Armstrong</b> 604-698-7882   <a href="mailto:bob@wmsc.info">bob@wmsc.info</a> <ul style="list-style-type: none"> <li>• Fundraising</li> <li>• Annual Events (Whistler Cup)</li> <li>• Sponsorships</li> </ul>
<b>Office Manager, Blanca de la Rosa</b> 604-932-4644 Ext 103   <a href="mailto:blanca@wmsc.info">blanca@wmsc.info</a> <ul style="list-style-type: none"> <li>• Enrollment / Registration</li> <li>• Membership Management</li> <li>• TeamPages and Active Works Online accounts management</li> <li>• WMSC Developing Champions Fund (BCASF)</li> </ul>	<b>Bookkeeper, Kevin Schimpf</b> 604-932-4644 ext 101   <a href="mailto:kevin@wmsc.info">kevin@wmsc.info</a> <ul style="list-style-type: none"> <li>• Credits re. Injury and/or withdrawal</li> <li>• Trip reconciliations</li> <li>• Expense submission</li> </ul>
<b>Whistler Cup Administrator, Christine Cogger</b> <a href="mailto:Whistlercup@wmsc.info">Whistlercup@wmsc.info</a> <ul style="list-style-type: none"> <li>• Whistler Cup management, logistics and organization</li> </ul>	
Alpine Staff	
<b>U12 Lead Coach, Mat Leduc, <a href="mailto:mat@wmsc.info">mat@wmsc.info</a></b> Learn to Train	<b>U14 Lead Coach, Henry Yeigh, <a href="mailto:henry@wmsc.info">henry@wmsc.info</a></b> Train to Train
<b>U16 Lead Coach, Drew Hetherington, <a href="mailto:Drew@wmsc.info">Drew@wmsc.info</a></b> Train to Train	<b>U18 U21 Lead Coach, Conrad Pridy, <a href="mailto:conrad@wmsc.info">conrad@wmsc.info</a></b> Train to compete

**Board of Directors** - The WMSC Board of Director is charged with governance of the Club by setting policy, engaging in management oversight, and long-term planning, You can find information on our current Board of Directors [here](#). Members wishing to contact the Board can email the Club's Secretary at [secretary@wmsc.info](mailto:secretary@wmsc.info).

## VOLUNTEER

The Club only exists through the efforts of its volunteers, the vast majority of whom are parents of current and former athletes. The Club cannot provide the quality of programming and host the numerous races and events without all members committing their time to the Club. At the same time, parents constantly express that one of the most rewarding aspects of the Club is their volunteer experience and the life-long friendships that are formed

<b>WMSC Volunteer Expectations</b>	All parents are expected to volunteer at our events at least eight (8) full days during the season, on- or off-hill; consisting of <ul style="list-style-type: none"> <li>• for parents of athletes racing in our sanctioned events (eg Nancy Greene, Zone &amp; Provincial races, Spring Series, but excluding Whistler Cup), the Club expects at least one parent to volunteer per registered athlete per day of the event, and also to assist in net set-up, and</li> <li>• parents are also expected to volunteer at Club socials and fundraisers.</li> </ul>
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	<p>All families are expected to volunteer at Whistler Cup and the Ski Swap.</p> <p>Beyond volunteering at your own athletes' races, you are encouraged to volunteer for races in other age categories, both to support the Club and to develop your own skills.</p>
<b>How do I volunteer?</b>	<p>You will be able to select your preferences for volunteering throughout the winter program registration on your Active Works Online Account. Questions? Email <a href="mailto:volunteering@wmsc.info">volunteering@wmsc.info</a></p>

**Non-Volunteering Fee/Donation** - Many parents volunteer far in excess of the Club's expectations, but unfortunately some parents fail to meet their volunteer obligations, leaving these obligations to fall on the shoulders of other parents. This is not fair to parents who do volunteer, and has been an ongoing issue within the Club. The Club recognizes, however, that meeting the Club's volunteer guidelines is simply not feasible for some families. These families will be provided the opportunity to make a \$1,500 financial contribution to the Club in lieu their volunteer obligation. In exceptional hardship circumstances, the Club may waive this in lieu volunteer financial contribution. The Club will actively monitor volunteer contributions this season to ensure members are meeting their volunteer obligations.

#### Key Volunteer Contacts

<b>Graham Ross</b>	<b>Competitions Coordinator</b>	Responsible for competitions hosted by the WMSC and the training of Club volunteer officials. Each spring, the Club works with BC Alpine and the Coast Zone to identify the races that will be held at Whistler. The competitions coordinator, along with volunteer coordinator, recruits the race organizing committee (ROC) for each competition. To ensure the Club has trained volunteers for the races, the competitions coordinator works with the Coast Zone to schedule Officials training courses.
<b>Sarah Renzoni</b>	<b>Parent Committee Chair</b>	The Parent Committee Coordinator recruits and mentors Parent Reps for each U group in the Club. The U Group Parent Reps are the liaison between the coaches and parents and can assist with several tasks including emails to parents regarding upcoming events, assisting with logistical planning for away trips and recruiting chaperones, drivers and cooks for away trips. The Parent Reps also work with the Volunteer Coordinator for home races and events. The Parent Rep Coordinator acts as the liaison between the Parent Reps and the Executive Director if required.
<b>Abbie Milavsky</b> <a href="mailto:volunteer@wmsc.info">volunteer@wmsc.info</a>	<b>Volunteer-Co-Ordinator</b>	The Volunteer Coordinator oversees the recruiting of volunteers for all Club events in coordination with the Competitions Coordinator, Social Coordinator and other event coordinators. Tracks parents' interests and volunteer participation in all Club events. Works in coordination with U group Volunteer Coordinators to ensure parents volunteer as required for home race events and social events. If you have any questions concerning volunteering, please contact the volunteer coordinator.

**\$ SUPPORT**

There are many convenient ways to show your support to WMSC Racers. We very much appreciate your generosity.

Ways to give	<ul style="list-style-type: none"> <li>• Cash, cheque, e-transfer or Credit Card</li> <li>• In-kind donations</li> </ul>
Fundraisers	At WMSC, much of what we can accomplish is made possible by our Annual Ski Swap, Kick-off Party and other fundraisers. Participation in annual giving from our membership, alumni and sponsors will help WMSC to continue the growth of our Club.
Sponsorship	WMSC produces a number of events that are available for sponsorships annually. The Whistler Cup race attracts a range of audiences internationally and offers excellent exposure and benefits that can be customized to suit the sponsor's needs. Contact Bob Armstrong for more details at <a href="mailto:bob@wmsc.info">bob@wmsc.info</a>
Developing Champions Fund	Our fundraising goal for 2019-2020 is to surpass \$260,000. Cash contributions over \$100 are eligible for tax receipts. These donations support the general operating costs of the Club allowing it to provide a quality ski racing environment benefiting our athletes across Canada.

