



***U.S. MASTERS
SWIMMING***

Volunteers Task Force

Review/Discuss National Committee Proposals

USMS Convention
St. Louis, MO
September 13, 2019

Overview of Task Force

- Mission Statement
 - Investigate and make recommendations regarding how to optimize USMS's volunteers as resources now and in the future
- Principles
 - Recognition of the value of volunteers' contributions cannot be understated
 - Provide meaningful opportunities for our volunteers that align with the USMS vision and strategic plan

Overview of Task Force cont.

- Proposals based on findings
 - From volunteer and member survey
 - Personal interviews
 - 2018 workshop breakout session
- Obtained Board consent to further develop proposals
 - Certain functions still to be decided

Focus

- Think big picture
- Think outside the box
- Keep an open-mind
- Be open to change
- Be forward thinking
- Want what's best for USMS as a whole
- Wear USMS hat, not personal, club, LMSC, committee hat

Where should we focus?

1. From your device of choice, go to www.menti.com
2. Enter code on screen
3. Rank each proposal from Highest to Lowest in “degree of concern”

Note: You do not need to rank them all, but please rank all of the ones that you feel deserve today’s attention

Event Support Groups

Recommendations:

- Organized groups of event-experienced volunteers formed to support national events led by the National Office (National Pool Championships, National Open Water Championships, National e-Postal Championships, National Fitness Challenge Events)
- Support areas:
 - Bid solicitation and host selection process
 - Logo and award design
 - Event planning and execution
 - Reports for Board of Directors and House of Delegates

Rationale: Move to event-based teams (staff + volunteers) that focus directly on their respective event support mission. Enables a wider array of volunteer involvement than the existing committee-based approach. Allows volunteers to maximize their time investment without having to volunteer for a whole year. Shifts management of events from volunteer-led to staff-led, volunteer supported model.

Championship Committee

Recommendations:

- Rename to Pool Championship Committee
- Provides expertise on policy and standards of pool championships
- Solicitation and awarding of bids moves to National Office
- Event planning and support for specific events to be handled by Event Support Groups which are led by staff

Rationale: Allows volunteers to focus their efforts where their interests are (either on event hosting or on expertise). Maintains the expertise of Championship Committee for advice on Rules, suggestions for Orders of Events, and updating of documents such as Meet Director Guide, while allowing those who wish to focus on events to volunteer for an Event Support Group assignment.

Coaches Committee

Recommendations:

- Increase outreach to LMSCs for developing coaches and promoting fitness (for non-competitive members)
- Coaches' awards selected during committee voting process administered by Recognition & Awards Committee
- Committee event hosting tasks move to Event Support Group(s) formed/managed by the National Office

Rationale: Policy and Standards should be set by volunteers. Streamline committee responsibilities by moving Event tasks to Event Support Working Groups and Awards tasks to Recognition & Awards Committee, both to provide efficiency and to allow more time for outreach to LMSCs, which historically has not be actively pursued by this committee and should be a focus, especially as the requirement for LMSC "Coaches Chair" is removed.

Fitness Education Committee

Recommendations:

- Disband standing committee
- Move education component to Sports Medicine & Science Committee
- Fitness promotion to be performed by National Office and Coaches Committee

Rationale: Some fitness programming already provided by Coaches Committee (i.e., Online Coaching, Fitness Articles). Hosting of Fitness Challenge Events already led by national Office Staff.

History & Archives Committee

Recommendations:

- Disband standing committee
- Transition to staff-led, volunteer supported model that allows formation of a volunteer team to work on History & Archive projects under direction of National Office staff

Rationale: National Office is responsible for maintenance of the archive (digital and/or physical), and how to make information available to members. Policies and standards are well established and do not require ongoing work from a standing committee. Creates opportunity for volunteers to identify and perform this work in coordination with staff.

Legislation Committee

Recommendations:

- Continue as standing committee
- Add responsibility for Appendix D from the Rule Book (from LMSC Development)

Rationale: Moving the responsibility of considering amendments to Appendix D consolidates the management of organization Code of Regulations

LMSC Development Committee

Recommendations:

- Rename to Volunteer Development Committee
- Expand current responsibilities to include developing both National and LMSC level volunteers via education and mentoring initiatives
- Create Volunteer Leader Development and Mentoring process to grow new leaders and encourage experienced leaders to explore different roles
- Move Appendix D to Legislation Committee

Rationale: Add more focus on improving the effectiveness of volunteer recruiting, onboarding, leadership development and leadership succession. Addresses clear feedback received by the task force.

Long Distance Committee

Recommendation:

- Long Distance rules transition to Rules Committee

Rationale: Moving rules enables the organization to streamline the management and centralize the functions pertaining to rule updates

Officials Committee

Recommendations:

- Take on more responsibility for outreach to LMSCs
- Annual awards tasks move to Recognition & Awards Committee to manage administrative process
- Focus on policy and standards, officials' training/certification, and communication to officials
- Continue education and coordination task for LMSC Officials Coordinators, partnering with the LMSC Development Committee

Rationale: Streamline committee responsibilities by moving event tasks to Events Support Working Groups and awards tasks to Recognition & awards Committee, both to provide efficiency and to allow more time for outreach to LMSCs

Recognition and Awards Committee

Recommendations:

- Expand scope to include management (budget, process) of additional USMS annual awards with coordination from relevant subject matter experts
 - Annual awards currently handled by Championship, Coaches, Fitness, and Officials
 - Excludes event awards currently handled by Long Distance

Rationale: Standardize and streamline the process for soliciting award nominations, collecting votes, and ordering awards

Records and Tabulation Committee

Recommendations:

- Disband Records and Tabulation Committee
- Transition from a standing committee to a new type of structure that allows formation of volunteer teams to work on projects under the directions of the National Office staff

Rationale: Policies and standards are well established and do not require ongoing work from a standing committee. In addition, the National Office already employs a contractor to take the lead on compiling top times at the completion of the season for each course. Volunteers are utilized when needed.

Registration Committee

Recommendation:

- Disband Registration Committee

Rationale: National policies for registration are well established and no longer require a national standing committee. Most member registrations are handled by Registration website. When LMSC volunteers transition from Registrar to LMSC Membership Coordinator, they no longer need a Registration Committee as currently exists to assist.

Rules Committee

Recommendation:

- Expand scope to include Long Distance rules
 - Have subject matter experts for both pool and open water

Rationale: Streamlines the process, simplifies the governance and eliminates the confusion of which committee (Open Water or Long Distance) does rules, and consolidates rules discussions.

Sports Med & Science Committee

Recommendation:

- Inherit fitness education from Fitness and Education Committee

Rationale: Committee already educates our members and the public on topics of sports medicine and science

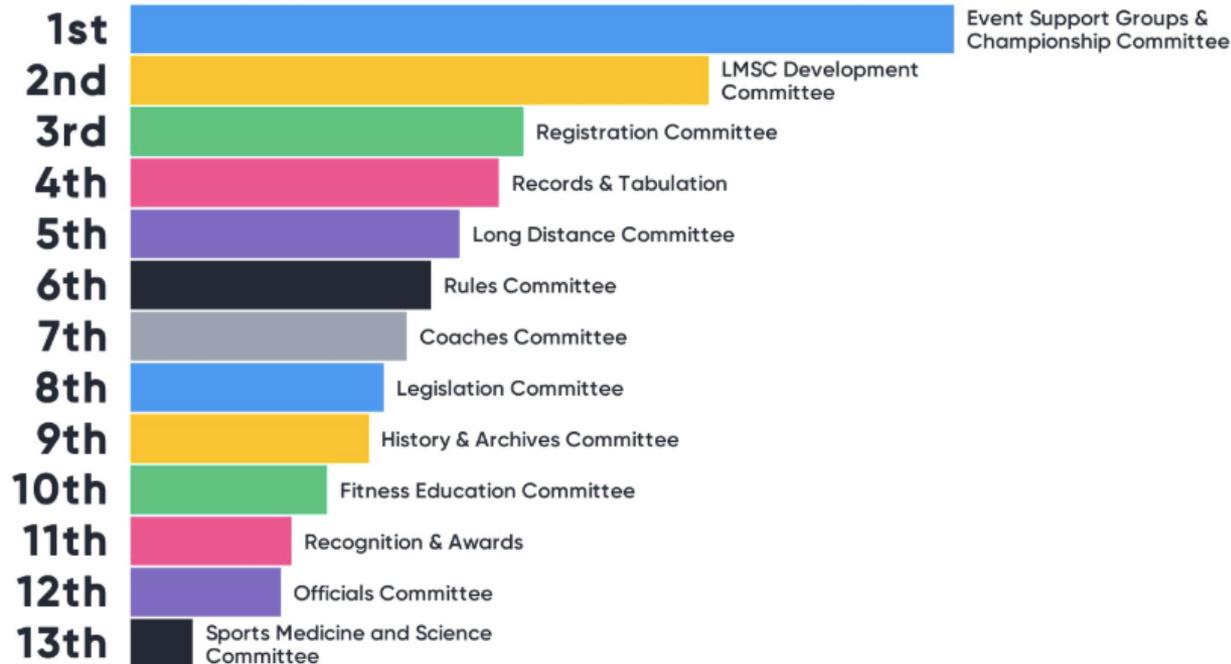
Breakout Instructions

1. Each group has a flip chart - one for each of the top areas of focus
2. Write the group area of focus at the top of the flip chart
3. Draw 3 columns: Concerns, Improvements, Questions
4. Take 2 minutes to think on own and post sticky notes with your concern, suggested improvement and any questions you have about the proposal
5. Take 8 minutes to discuss and vote (put a check mark on sticky to signify agreement with Concern, Improvement, Question)
6. Rotate to the next group location take 2 minutes to review the notes posted about that area of focus
7. Take eight 8 minutes to consider what is missing or what can be built upon

Mentimeter Poll

Where should we focus our discussion?

Mentimeter



62

Wrap Up

