Volleyball BC Best Practice Guide for Clubs

# Introduction

Welcome to the first edition of Volleyball BC’s Club Governance and Policy Manual. Volleyball BC has made a commitment to support and provide assistance and guidance for its Club members. Our goal with this document is to provide clubs and club administrators with essential information and templates in regards to Club governance and overall Club management and operating procedures.

This document provides clubs with resources, templates, and ideas in regards to club policies and club sustainability. We were fortunate enough to learn and gain knowledge from some existing clubs and members about what works well within their club and with their time and effort we have been able to create a starting point for this document. It is our goal that this manual continues to grow and continues to be relevant and useful for clubs starting out and help existing clubs become sustainable and stable moving forward.

There is a tendency to lose sight of the objective when one is inundated with policies, guidelines, best practices and documentation. Remind yourself that these are tools to assist and should not be more than the task requires. The larger and more formal the organization, the greater the need for formal guidelines, and based on the variety of club sizes in British Columbia, clubs may use this document more than others.

## This Guide’s Purpose and Vision

After reviewing the document it is hoped that you found it easy reading and have learned something and taken away ideas or policies to help manage your club more efficiently with good governance.

This document was created for Club Administrators and we want to ensure it evolves over time. If you feel it is missing sections or you would like to contribute please feel free to contact Volleyball BC.

# Club Sustainability

Club Sustainability is one of the biggest concerns for volleyball clubs. This entire document can provide assistance with ensuring club sustainability. There is not one solution to ensure club sustainability, like finances. Instead it is the result of planning for sustainability in all aspects of a club, including the following areas:

* Coaches
* Volunteers
* Participants
* Funding
* Facilities
* Board Members

Having strong governance structures and policies in place can assist and provide guidance moving forward in all aspects of a club and ensure sustainable club management. However there are also other options that may be a reality for many clubs to consider ensuring club sustainability in the near future.

* **Option 1**: to actually merge with other local clubs to share the overall administration and workload, or share facilities or gym space or possibly share coaches and other volunteer resources.
* **Option 2**: another option clubs may need to pursue is to begin compensating club personnel. There is an entire section on hiring club policies, and it may be a solution for some clubs to ensure sustainability. This may be the way many clubs need to shift to continue to succeed and thrive. It is a sad reality that one of the hardest and challenging obstacles for Clubs are finding good volunteers. Providing a financial incentive may help solve this problem to a certain extent.

Overall there is not one clear answer that will help club sustainability but rather it is all aspects of running an efficient club, including having the correct structures in place and planning. After reviewing this Document it is hoped you will have a better understanding on how to become more sustainable and have thought of different ways your club can improve and become more sustainable moving forward.