



## **BRISBANE TABLE TENNIS ASSOCIATION INC**

### **Volunteer Credits Policy**

This Policy outlines the Brisbane Table Tennis Association Volunteer Credits Program.

#### **1. ELIGIBILITY**

- a. The BTTA Volunteer Credits Program is open to all current members of Brisbane Table Tennis Association and other approved persons.

#### **2. CLAIMING CREDITS**

- a. Program members may claim credits for volunteering as per the Schedule of Credits below.
- b. For any volunteering not covered by the schedule, potential volunteers should check with the CEO whether or not credits apply and if there may be limits in place.
- c. To claim credits eligible members should enter their name, date of volunteering and number of credits claimed (as per the schedule, below) in the BTTA Credits Register in the Control Area.
- d. All eligible credits in the register will be added to the BTTA Credits Database by the Centre Manager or other approved persons.
- e. Where the approved person has a concern over credits claimed, these credits will be referred to the BTTA Council for approval.

#### **3. USING CREDITS**

- a. Accumulated credits accrued by a program member may be used by that member or any other person nominated by that program member.
- b. Nominated persons must be current members of BTTA to use credits.
- c. Members may only use credits accrued to date and cannot use credits yet to be accrued.
- d. The program member must inform the Session Controller that they wish to use credits in lieu of payment for the relevant service.

#### **4. SCHEDULE OF CREDITS**

- a. BTTA Council Meeting Greater of 3 Credits or 1 Credit per hour
- b. Tournament Committee Meeting Greater of 2 Credits or 1 Credit per hour

c.	Group Coaching	1 Credit per hour
d.	Media Officer	1 Credit per hour
e.	BTTA Open Admin	1 Credit per Hour
f.	Other Pre-approved Volunteering	1 Credit per Hour
g.	Representative Team Coach/Manager	8 Credits per day
h.	Brisbane Open Non-Playing Volunteer	8 Credits per day
i.	Brisbane Open Playing Volunteer	4 Credits per day
j.	Brisbane Closed Non-Playing Volunteer	4 Credits per day
k.	Brisbane Closed Playing Volunteer	2 Credits per day

## 5. SCHEDULE OF DEBITS

Credits may only be used for the following activities:

a.	Table Hire	1 Credit per person
b.	Fixtures	2 Credits
c.	Coaching (Junior)	1 Credit
d.	Coaching (Adult)	2 Credits
e.	BTTA Training Camps (per session)	3 Credits

## 6. NOTES:

Table hire is available at off peak times only. At all other times table hires using credits may be limited to 1 hour, subject to availability.

The use of credits for coaching sessions is subject to availability after allocation of places to paying participants.