Expectations of U.S. Figure Skating Member Clubs

1. Follow the mission set forth by U.S. Figure Skating
   - We create and cultivate opportunities for participation and achievement in figure skating.

2. Operate like a small business
   - Comply with all state and federal regulations
   - Update yearly business plan
   - Establish marketing/promotional campaigns
   - Continuous board development
   - Follow risk management best practices
   - Have governance procedures and policies in place
   - Build revenue streams
   - Provide financial oversight
   - Create and follow annual budget
   - Participate in U.S. Figure Skating’s governance opportunities

3. Maintain a safe environment for all members
   - Enforce annual coaching requirements
   - Abide by all SafeSport policies
   - Implement codes of conduct for skaters, coaches, parents, volunteers and board members
   - Establish and enforce ice usage and etiquette rules

4. Offer programs and events for the development of figure skating
   - Create a strong connection with the local feeder program(s)
   - Offer programs/opportunities for skater development (i.e. performances, competitions, camps, and seminars)
   - Administer testing sessions for skater advancement
   - Make programs enjoyable and fun

5. Foster healthy relationships
   - Display professionalism and courteous behavior toward club members, user groups, facility staff and surrounding clubs, and display positive attitude, emotional maturity and exemplary conduct
   - Be transparent in all business transactions
   - Encourage collaboration with other community nonprofits, programs and surrounding member clubs
   - Be a good tenant in your principal skating headquarters and surrounding facilities
   - Have a presence within the community
   - Foster strong relationships with officials
   - Solicit and secure sponsorship opportunities
   - Have a conflict resolution/grievance procedure in place for handling complaints expediently

6. Membership development, retention and education
   - Recruit, retain and recognize all membership categories and disciplines of figure skating
   - Have a multi-faceted communication strategy both internally and externally
   - Create a volunteer recruitment plan
   - Recognize members’ accomplishments
   - Retain and promote opportunities for developing future officials
   - Encourage coach development
   - Provide parent education
   - Utilize all U.S. Figure Skating membership categories, varied fee structures and benefits of membership