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 U.S. Figure Skating rules and policies, including its SkateSafe 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

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