

## ***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