

KDCTA Volunteer Awards Program FAQ's

Purpose: 1) To engage membership in helping with KDCTA events that require multiple volunteers in order to have a successful event. 2) To acknowledge those members who do volunteer with a gift from the KDCTA.

Who can do this?

Any adult or youth who is a current KDCTA member.

What can I do to earn volunteer hours?

1. Attend a membership meeting - 1 hour
2. Volunteer at a KDCTA horse show - 2, 4, 6, 8, 9+ hours
3. Volunteer for set up/tear down at a horse show or clinic - 2, 4 hours
4. Volunteer at a KDCTA Clinic - 2, 4, 6, 8 hours
5. Volunteer at KDCTA clean up days - 2, 4, 6 hours

(Note: KDCTA officers may not count time spent doing officer duties)

How do I use my credits?

Each volunteer hour worked is worth \$1.00. Volunteer award recipients will be contacted via email in December to select how they would like to use their credits or carry them over to the next year. The selections will be presented at the annual Jan. Membership Meeting.

Credits can be used for membership renewal, entry fee costs for KDCTA shows & events, logo attire, or a Dover gift card, a lesson or service from local equestrian.

How does it work?

Hours will be tallied per year. Once the first 8 volunteer hours are met, the KDCTA swag will be given at the end of the event day, or you can choose to redeem later. Any additional volunteer hours earned during the current year can be redeemed at the end of the year or carried over until you choose to redeem them.

Hours will accumulate from year to year until 100 recorded volunteer hours are reached, then you must use the credits or lose them. *NOTE: Hours will continue to be tracked until the volunteer awards program is terminated or the club is dissolved.

For example:

- 1) On Nov 30, Sally has 10 volunteer hours for the current year. She got a hat (KDCTA swag) and continues into the next year with 2 recorded volunteer hours.
- 2) On Nov 30, Ann has 40 volunteer hours for the current year. She gets a hat at 8 hours and decides to accumulate more hours next year before redeeming and continues into the next year with 32 recorded volunteer hours to the next milestone during the next year.
- 3) On Nov 30, John has 56 volunteer hours for the current year. He got a hat at 8 hours, and decides he wants a KDCTA sweatshirt, so he will get a \$48 gift card to use at the apparel store and will start the next year with 0 hours.

- 4) On Nov 30 of the following year, Julie has an accumulated total of 52 volunteer hours at the end of the current year. She got a hat at 8 hours (KDCTA swag) and decides she wants to use her credits to pay for membership renewal. (\$45) She continues into the next year with 7 recorded volunteer hours.

How do I sign up to volunteer?

KDCTA Members will be sent an email with the link to sign up for duties at VolunteerSignUp.org.

There is no need to create an account. Once opening the link you will only need to click on which jobs you would like to do and include your name, email and phone number so the event organizer can contact you. A volunteer link can also be found on the website with the information about the show or event. Each Show or Event will have a separate link.

(NOTE: VolunteerSignUp.org pledges to not sell any personal contact info to third parties)

How do I track my hours?

VolunteerSignUp.org tracks how many hours you sign up for. At the end of the event, volunteers should check out with the organizer and agree on the actual hours worked. The KDCTA keeps a master form of all hours. You may also keep a log of your hours if you desire.

How do I know what my assigned job requires: There will be a short volunteer meeting prior to the start of the event. There may also be a training session when needed. If you have never done it before, a helper will get you started. If you have any questions, you can ask the event organizer.

What do I do once I get to the event?

Find the organizer to let them know you arrived. Also check out with the organizer before you leave the event. Agree with the organizer on the total hours volunteered for the day.

Volunteer Perk: Volunteers who work on horse show days will get lunch provided. (Wed Night Jumper Shows not included)