

# Expectations of U.S. Figure Skating Member Clubs



1. Follow the mission set forth by U.S. Figure Skating
  - "The mission of the United States Figure Skating Association is to provide programs to encourage participation and achievement in the sport of figure skating on ice."
2. Operate like a small business
  - Comply with all state and federal regulations
  - Update yearly business plan
  - Establish marketing/promotional campaign
  - 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
  - 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, seminars
  - Administer testing sessions for skater advancement
  - Make programs enjoyable and fun
5. Foster healthy relationships
  - Display professionalism and courteous behavior toward other club members, user groups, facility staff and surrounding clubs - 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, 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 of 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