



TRI AREA SKATING CLUB

Program Assistant Policy

2026/2027 Skating Season

Program Assistant Policy

Program Assistants are an essential piece to maintain successful operations of the learn to skate programming offered. Program Assistants are Star Skaters who choose to assist with the group programs offered by the club.

Program Assistants are required for CanSkate 3+, CanSkate 5+, and Junior Development.

Program Assistants are compensated for their time in the following:

- 5 Volunteer Hours are required prior to any compensation.
- Program Assistant Training will happen two times a year, one of these training sessions must be attended prior to becoming an official Program Assistant. This training can be used towards the volunteer time requirement.
- \$7.50/ hour
- Payment will be done at the end of Fall and Spring sessions in the form of a gift card or account credits. PA's who have not earned a minimum of \$25 at the end of the fall session will have their payment deferred to the Spring session.

To be a Program Assistant, 2 of the following must be met:

- Passed full Star 1
- Age 11
- Shows passion and desire to work with kids

Program Assistant Responsibilities:

As a Program Assistant, you play a key role in supporting our programs and ensuring a positive experience for all participants. Your responsibilities include:

- **Setup and Cleanup Support:** Assist with setting up and tidying up equipment before and after sessions. This includes placing pylons, group flags, coach bins, drawing circuits on the ice, and any other items as requested by the coach.
- **Coach Communication:** Maintain clear and timely communication with your assigned coach to understand daily expectations and tasks.
- **On-Ice Assistance:** Support skaters during sessions by offering guidance, encouragement, and help as needed, under the direction of the coach.