

# CRMCC Volunteer Policy

March 2025

## Summary

This Volunteer Policy seeks to balance the following objectives:

1. the safe and efficient running of CRMCC races, and
2. the need for club members to contribute to the conduct of events in a fair and equitable manner.

To achieve these objectives, the Volunteer Policy introduces a number of initiatives to both encourage and incentivise volunteers.

## Definition of Volunteering

Volunteering Australia defines volunteering as “...time willingly given for the common good and without financial gain” ([Definition-of-Volunteering-27-July-20151.pdf](#), accessed 3 March 2025).

The [Australian Sports Commission](#) notes research from the Australian Bureau of Statistics that “volunteers contribute to the social and economic value of sport, especially at the community level... Many sports and sporting organisations would not be able to run without volunteers who fill may critical roles, including coach, official, manager, administrator, board and committee member.”

Volunteering Australia makes the following statements relevant to the roles of volunteers in CRMCC:

- Volunteering is part of the wider concept of civic participation, and includes formal volunteering that takes place within organisations in a structured way.
- Volunteering should not replace paid employment.

## For the common good

### Application of ‘common good’ principles to CRMCC

CRMCC adopts the following approaches from Volunteering Australia’s definition (p3):

1. Volunteering can include the concept of reciprocity such as participating in groups where a reciprocal exchange of help/services is undertaken for the benefit of others as well as the volunteer.
2. Volunteering requires a donation of time.

CRMCC implements these principles by

- asking that upon joining or renewing, Members agree to expectations to contribute to the running of the Club and its events.
- calling for members to volunteer for roles including the Committee, race officials, or other supporting roles as determined by the Committee from time to time, such as (but not limited to) IT support or vehicle maintenance.

CRMCC will publicise these implementations on the website, in the annual Membership joining/renewal process, and in correspondence with Members.

## **Expectations on Members**

All club members are expected to volunteer to perform the role of either Race Director, Marshal, ETC or Van Driver at least twice per calendar year (for example once per road or track/criterium season) with the following exceptions:

1. new club members (e.g. members for less than 6 months), and
2. infrequent race participants (e.g. have not raced for more than 6 months).

Individual volunteer details, including the number of races completed since performing the last volunteer role, will be displayed on individual members' RMS profiles as 'REFEREE'.

## **Nominations for Race Official roles**

Nominations to perform the role of Race Director, Marshal, ETC or Van Driver can occur in two ways:

1. Club members can volunteer by nominating a role for a specific event to the Committee. ETCs must have updated traffic control accreditations for the relevant jurisdiction.
2. The Committee will designate club members to perform a role for a specific event 4 weeks in advance.

Where nominated a club member is unable to perform a nominated role for a specific event, they are to advise the Committee as soon as possible. The nominated member and the Committee will work together to find a replacement.

## **Mentoring support to new volunteers**

CRMCC values the time and enthusiasm of all volunteers, and especially acknowledges the "corporate knowledge" of long-time volunteers.

The Committee will provide mentoring support to volunteers on request, particularly in roles where a Member might require training, familiarity with procedures, or awareness of any legal obligations.

The Committee may call upon other Members with more extensive expertise to provide this mentoring role.

The mentor will contact the volunteer prior to the event and provide support during the conduct of the event.

## Without Financial Gain

### Application of 'without financial gain' principles to CRMCC

CRMCC adopts the following approaches from Volunteering Australia's definition (p2-3):

- Volunteers can receive reimbursement for out of pocket expenses.
- Volunteers can be rewarded and recognised as part of good practice.
- Volunteers may receive an honorarium, stipend or similar payment as recognition for voluntary services or professional services voluntarily rendered, in accordance with Australian Taxation Office rulings.

### Incentives to volunteer

CRMCC will offer the following incentives available to volunteers who perform the role of Race Director, Marshal, ETC or Van Driver:

1. an honorarium based on CRMCC's Race Official Honorarium Schedule (Annex A to this policy); or
2. a credit of two race entries; or
3. a discount on annual club membership; and
4. a credit of 20 race points.

Volunteers may choose to receive one of the above incentives, or in the adoption of the principle of 'for the common good' may choose not to receive any incentive.

Last reviewed: March 2025

Next review: 2028

## Race Official Honorarium Schedule

Last agreed to by Committee on 4 November 2024

Role	Responsibility	Honorarium
Race Director	Carry out responsibilities as per the Race Directors Guide. Delegate any responsibilities to Marshal and other Race Officials as required.	\$200
Van Driver	Carry out responsibilities as per the Van Drivers Guide.	\$200
ETC	Provide temporary traffic management control during a race.	\$150
Lead/Tail Car Driver (NSW only)	Carry out responsibilities as directed by NSW authorities to ensure peloton is visible to other road users whilst race is in progress.	\$200
First Aid (where no paid service is available)	Provide and administer first aid services where no paid service is available.	\$150
Marshal	Carry out responsibilities as delegated by the Race Director	Nil