



HC & FC Victoria

Volunteer policy 2026-2027

English version

Hilversum, May 2026

‘Houdt Steeds Tezamen’





Objective of Volunteer Policy

Victoria depends on active members as volunteers

Objective of volunteer policy

Victoria is an association for and by members. Without the commitment of members and parents/guardians, it is impossible to play matches, organize tournaments, recruit trainers, plan matches and keep the accommodation in good condition.

The aim of the volunteer policy is:

1. Ensuring, jointly as an association, carrying out all tasks necessary for the proper functioning of the club;
2. Strengthening involvement and cooperation within the club;
3. Providing clear guidelines and expectations for all members who need to perform volunteer tasks;
4. Ensuring the fairest possible distribution of tasks.




Tasks that require volunteers






Volunteer policy outline

Every member is asked to contribute




VICTORIA VOLUNTEER POLICY

Houdt Steeds Tezamen




Volunteer policy per member for 2026-2027

1 POLICY IS TO PERFORM AT LEAST 1 TASK




2 A TASK PLANNED BEFORE OCTOBER 1 THEN NO DEPOSIT

No deposit back in case of buy-off




3 BUY-OFF IS ALSO POSSIBLE

Prefer not to help?
Then buy off for €50



4 PERFORMING VOLUNTEER TASKS DURING THE SEASON

5 DEPOSIT WILL BE REFUNDED AT THE END OF THE SEASON if the task is fulfilled



A maximum of 4 points per household applies and a volunteer deposit of €200






Note: 1 For members who register during the season, the deposit reference date is March 1 instead of October 1





Who does the volunteer policy apply to?

Members expected to carry out volunteer tasks

	Parents of youth (up to U15)	Youth (U16 to U19)	ADULT / U23	VOVC	Training members
Persona	<p>Floris & Laura</p> 	<p>Justin</p> 	<p>Tom</p> 	<p>Ruben</p> 	<p>Elma</p> 
Definition	<ul style="list-style-type: none"> Do not play themselves Parents of players aged 4 to U15 	<ul style="list-style-type: none"> Player aged U16 to U19 Plays or trains at Victoria and lives at home 	<ul style="list-style-type: none"> 18+ years old Active playing member in seniors, classic Veterans, or U23 	<ul style="list-style-type: none"> Member of a VOVC team 	<ul style="list-style-type: none"> Not a permanent member of a team, but is a training member
Typical example	<ul style="list-style-type: none"> Coaching / team leader Tournament committee Competition Office Host / coffee Committees 	<ul style="list-style-type: none"> Referee (young youth) Competition Office Website management, social media Providing training 	<ul style="list-style-type: none"> Referee Tournament assistance Committees 	<ul style="list-style-type: none"> Referee Committees 	<ul style="list-style-type: none"> Referee Committees

Exempt from volunteer work: special members, sponsoring members, Club1893 members, coaches, technical staff, medical staff, club referees, association personnel, and non-playing members.



Categories of Tasks

Tasks for Which Volunteers Can Execute

Saturday tasks



These have a limited duration and volunteers sign up or are assigned to this task, such as:

- host
- referee
- coffee support

Each member once per season

Periodic tasks



Tasks to be carried out during the season, such as:

- tournament assistance
- sports complex maintenance
- equipment maintenance

Each member once per season

Structural tasks



These require attention throughout the entire season, such as:

- coaching
- board and committees
- tournament committees
- competition office

For the performance of these tasks, (the rest of) the family is exempted from tasks

Not an official task



For a number of activities, no points are awarded:

- washing football clothing
- occasional linesman during matches
- driving players to home and away matches
- setting up goals, cones, and flags as well as clearing them after use
- cleaning up litter and keeping the grounds tidy.



What Do We Need – Structural LS/MS Tasks for Which We Seek Volunteers

For the performance of these tasks, (the rest of) the family is exempted from tasks

Structural tasks



Volunteers wanted
**PREPARE GOALS &
ARRANGING FIELDS**

Meld je aan via Jeugdcommissie

- 4 parents per Saturday

Volunteers wanted
**LITTLE & MIDDLE
STARS**

Meld je aan via Jeugdcommissie

- 2 parents per team for supervision





What Do We Need - Saturday

Tasks for Which We Seek Volunteers

Saturday tasks



Volunteers wanted
COFFEE SUPPORT

Meld je aan [VictoriaApp/vrijwilligers](#)

- early morning (8:00 – 10:00)
- late morning (10:00 – 12:00)
- kitchen duty (10:00 – 12:00)

Volunteers wanted
HOST

Meld je aan [VictoriaApp/vrijwilligers](#)

- early morning (8:00 – 10:00)
- late morning (10:00 – 12:00)

Volunteers wanted
REFEREE

Meld je aan

- Sixes and eights U8 - 012 by parents from team – via Youth Committee
- U13 –U17 teams by youth players U15 to U19 via team coach
- U19 and seniors by volunteers with football knowledge (parents, VOVC, etc) – via VictoriaApp

Note: 1 One Victoria task point takes approximately 2 hours
2 In VictoriaApp under volunteers/schedule, a task can be scheduled at a preferred time





What Do We Need – Periodic Tasks for Which We Seek Volunteers

Periodic tasks



- **Sunday June 28, 2026:** Season End and Cleanup
- Sunday Sept 6, 2026: season opening
- Sunday November 29, 2026: leaf clearing
- Sunday April 4, 2027: garden maintenance
- Sunday Juni, 27 2027: Season End and Cleanup

- depending on the tournaments to be organized

Note: 1 In VictoriaApp under volunteers/schedule, a task can be scheduled on the desired date / tournament





What Do We Need – Football Tasks for Which We Seek Volunteers

For the performance of these tasks, (the rest of) the family is exempted from tasks

Structural tasks



Volunteers wanted
**TEAM MANAGEMENT
U8 – U12**

Meld je aan via Jeugdcommissie

- 2 parents per team (coach and match coordinator/referee)

Volunteers wanted
**TEAM MANAGEMENT
O13 – O18**

Meld je aan via Jeugdcommissie

- Only linesman who flags every Saturday can be regarded as a structural task1

Volunteers wanted
**TEAM MANAGEMENT
U23 / ADULT**

Meld je aan via Seniorencommissie

- 2 supervisors per team who organize everything around the team

Note: 1 No points are awarded for occasional flag-waving





What Do We Need – Other Tasks for Which We Seek Volunteers

For the performance of these tasks, (the rest of) the family is exempted from tasks

Structural tasks



- Board
- Advisory Council
- Technical Committee
- Youth Committee
- Disciplinary Committee
- Confidential Contact Person
- Background Check Committee
- GDPR Committee
- Competition Office
- Club Referees
- Maintenance Committee
- Audit Committee
- Finance Committee
- Communications Committee
- Sponsorship Committee
- UNO Committee
- Hospitality Committee
- Emergency Response Committee
- Risk Assessment Committee
- Equipment Committee
- Payroll Administration
- Membership Administration
- HR Committee
- Grants Committee
- Major Club Fundraiser Committee
- Tournament Committee
- Events Committee
- International Expat Panel
- Volunteer Committee



Note: 1 The responsible board member for the committee decides which volunteers participate and registers participants in the system



How to Carry Out Tasks?

How Does the Planning Work?

DO YOU HAVE THE
VICTORIA APP?



Download in  **App Store** Download on  **Google Play**

How to download the app?
Instructions for the Victoria App (Voetbal Assist) are available on the victoria1893.nl website



Self-scheduling by members



Volunteer tasks are made available at the start of the season and throughout the season. In principle, everyone is personally responsible for scheduling tasks on time

Board requests members for tasks

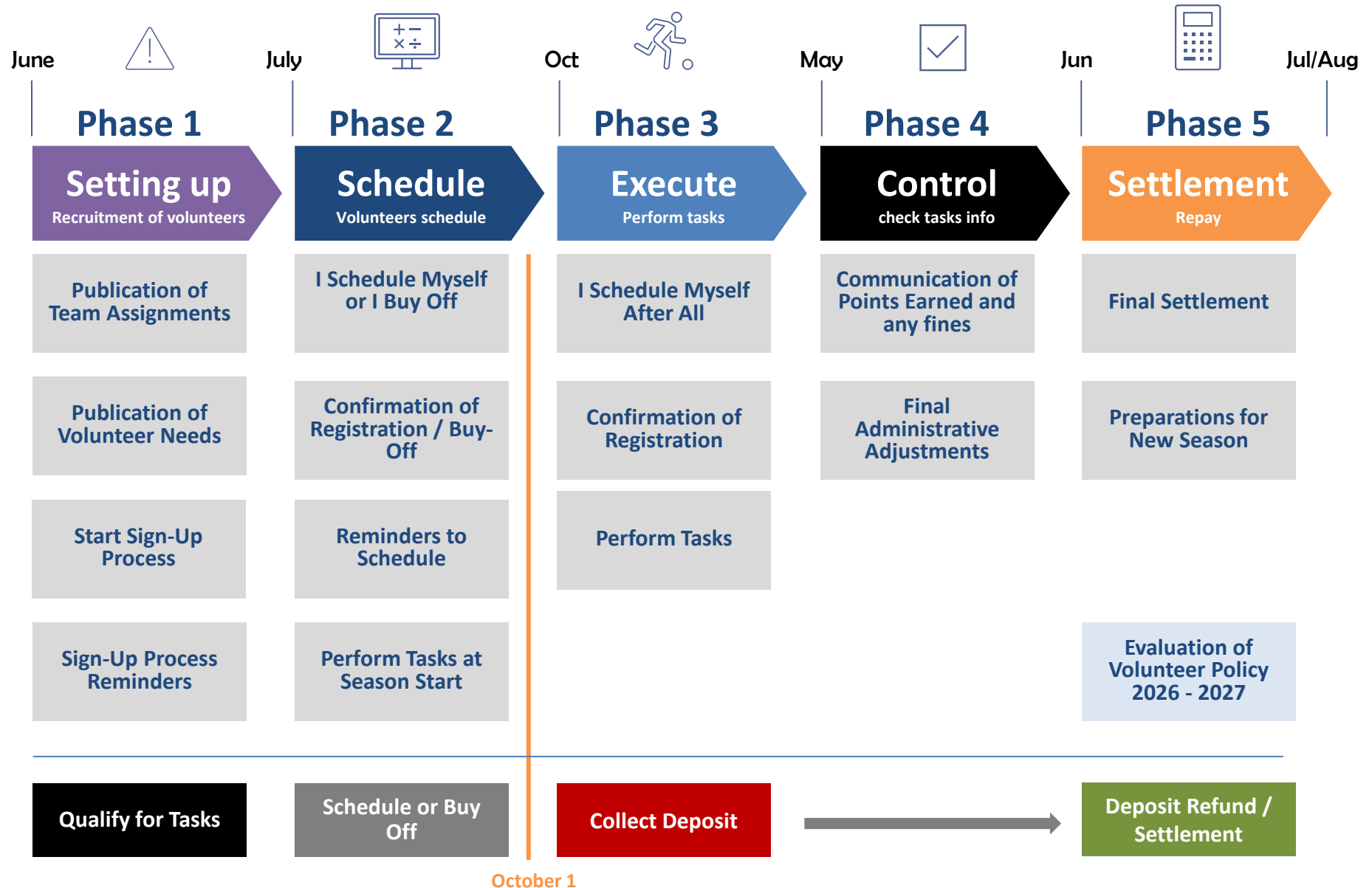


For structural tasks a volunteer can sign up and/or be approached by the board. The decision rests with the responsible board member. The board member registers volunteers in the system.



What Does the Follow-Up Process Look Like?

Volunteer Policy from the Member's Perspective





Houdt steeds
tezamen

Sponsorkit HC & FC Victoria

