

✓ cover



Vol. 11, No. 1

October 1990

WORDS OF WISDOM

Nothing is ever lost by courtesy. It is the cheapest of the pleasures; costs nothing and conveys much. It pleases him who gives and him who receives, and thus, like mercy, it is twice blessed.

ERASTUS WIMAN

Experience is a hard teacher because she gives the test first, the lesson afterwards.

VERNON SANDERS LAW

Every great and commanding movement in the annals of the world is the triumph of enthusiasm. Nothing great was ever achieved without it.

RALPH WALDO EMERSON

Most of the things worth doing in the world had been declared impossible before they were done.

LOUIS D. BRANDEIS

The final test of a leader is that they leave behind them in other people the conviction and the will to carry on.

WALTER LIPPMANN

I not only use all the brains I have, but all that I can borrow.

WOODROW WILSON

The reason why worry kills more people than work is that more people worry than work.

ROBERT FROST



C.I.R.A. - Ontario acknowledges the financial support of the Sports and Fitness Branch of the Ministry of Tourism and Recreation

'STRUT YOUR STUFF'



21st Annual Post Secondary
Student Intramural Conference

Mohawk College Hamilton, Ontario

February 8th & 9th, 1991

FOR MORE INFORMATION CONTACT
MOHAWK COLLEGE
INTRAMURAL DEPARTMENT
416-575-2075

1992 Student Intramural Conference

CALLING ALL BIDS

Would your institution like to host the conference in 1992? Requests for Conference Bid Forms and further information will be received by:

Laurie Graham
CIRA - Ontario
V.P. - Resource Development
Recreation & Athletics
University of Guelph
Guelph, Ontario
N1G 2W1

(519) 824-4120 ext. 2160

LOST!!!!!!

Canada Post has returned copies of the last edition of INPUT due to incorrect addresses. We are anxious for all our members to receive their membership material. Please provide updated mailing information if possible:

DAVE ALDWORTH

TERRY KAINZ

IAN BOWERS

NICKI MUNNOCH

TRACEY GILLESPIE

R. PASSMORE

C.I.R.A. - Ontario Goals & Objectives

GOALS

C.I.R.A. - Ontario is committed to promote intramural recreation and provide support assistance to the intramural recreation professionals in Ontario.

OBJECTIVES

1. To develop and encourage professional growth in the field of intramurals and recreation.
2. To collect and disseminate resource material to practitioners.
3. To increase the body of knowledge in relation to intramural and recreation programs.
4. To cooperate with and provide assistance to all allied organizations.

1990-91 C.I.R.A. - Ontario Executive

President: Michelle Harkness

Past President: Frank Erle

Vice President:

Finance - Joan Healy

Advisors &
Membership Services - Gail Osborne

Student Leadership - Bob Shiell

Resource Development - Laurie Graham

Publicity - Lori Stanson

Help Wanted

1) Post-Secondary Contributing Editor

The **INPUT** would like to maintain the format requested by members several years ago, and provide an article from each level of education. If you are from the post-secondary panel and can provide even one article for the upcoming editions, please contact the editor - Holly Grandy at (519) 438-5423.

2) Regional Committee Members Needed

Regional Advisors are currently in the process of organizing regional committees which are involved in providing resources, support materials, workshops and other services to CIRA - Ontario members at all educational levels. If you are interested in joining a regional committee, please contact:

Gail Osborne
V.P. Membership Services
763 Canterbury Avenue
Ottawa, Ontario
K1G 3A2

3) Submissions for INPUT

As editor of your newsletter I hope to bring to the members information and articles that are of interest to you. In order to continue to do that I welcome all submissions - especially photographs (black and white or colour, with a brief explanation). Please send your submissions or ideas to:

Holly Grandy
P.O. Box 4483
London, Ontario
N5W 5J5
(519) 438-5423



Dear Doctor Gord

"Remedies for Intramural Ailments"

Doctor Gord is C.I.R.A. - Ontario's new advice columnist. If you met him at the Directors Conference last spring, you will remember that he is willing and able to assist all intramuralists.

Whether you are an administrator, teacher, student, intramural coordinator or programmer, this column is for you.

Please send your letter to:

Dear Doctor Gord
Orangeville District
Secondary School
22 Faulkner Street
Orangeville, Ontario
L9W 2G7



VOLUNTEERS

RECRUITMENT, MOTIVATION AND MAINTENANCE

The volunteer is a very important and integral part of any intramural or recreation program. Unfortunately though, the volunteer tends to be misunderstood by the paid professional.

There are four *myths* that program administrators should be aware of when dealing with volunteers.

1. Volunteers are a source of "free help". The truth is that volunteers require supervision, training, supplies and other considerations of paid staff.
2. Volunteers do not need to be trained. It is often assumed that your volunteers will already hold the necessary skills. The lack of training deters the effectiveness of a volunteer and inhibits his/her development as a viable community resource.
3. Volunteer help can be substituted for paid staff. Though volunteers tend to have many skills, they usually do not have the same capabilities as professionally educated staff. Volunteers and paid staff should compliment each other, rather than occupying the same position.
4. Volunteer effort is worth less to the organization than regular paid staff time. Volunteers enrich agencies in ways that cannot be duplicated readily by employed personnel.

Once the administrator is able to grasp the fallacy behind these myths, then the creation of a volunteer program within your school or community organization can begin.

Motivating Volunteers

The single most important aspect in any volunteer program should be volunteer maintenance or motivation.

How well you are able to motivate the volunteer will determine the effectiveness of your recruitment, the effectiveness in your volunteers in the program, and the length and amount of time the volunteer will give your program.

Therefore, let us look at how to recruit volunteers and then maintain them once you have acquired their services.

Recruitment

Before attempting to even look for volunteers, it is very important that you realize everyone has personal needs and goals to achieve. This is important because you should consider these points and how your program may meet the needs and goals of your potential volunteer.

You should ask yourself the following questions before recruiting volunteers:

- why do we need volunteers?
- what jobs or tasks can a volunteer do in our program?
- why should a person volunteer for our program?

If you can answer these questions in detail, then you are ready to recruit your volunteers. To do this you must know:

1. What jobs are you going to fill and is there a job description for them? If there isn't then write one. It is very important that the volunteers know what is expected of them.
2. What kinds of characteristics are you looking for in your volunteer? This includes age, sex, intelligence, skills and abilities. This will help you determine where to look for the volunteer.
3. How will you search for the volunteer? Will you use newspaper ads, posters or word of mouth? Obviously, the first 2 are much more costly than the latter.

In order to motivate people to volunteer in your program, you should list those things which people will acquire as a volunteer. This may include:

- Work Experience; Training; Responsibility; an opportunity to work with others; receive a t-shirt; use of facilities; or any other benefits.

Volunteer Maintenance

The most difficult task is to maintain the volunteers once you have them. If you have carefully screened your volunteer applicants, you should have a good idea as to what their personal goals and needs are for volunteering.

You must supply the proper training, including a Job Description. This will define what they are to do, when to do it and how to do it. Without both, a volunteer will become unsure of their importance in the program. This will affect their commitment and satisfaction level. If they know what to do and how to do it, you will have an effective and happy volunteer.

Any promises of benefits, such as t-shirts, caps, etc., should be fulfilled. A failure to do so will cause your program to lose credibility with volunteers. Do not promise what you cannot provide.

Most important of all though, is the role of supervision in motivating volunteers. Like paid staff, volunteers should be supervised and evaluated on a periodic basis. The use of "Positive Reinforcement" is the most important method of motivating volunteers. Phrases such as "your doing a great job" or "I like the way you handled that situation" will encourage the volunteer and create a sense of achievement within them. This kind of reinforcement may also manifest itself in actions such as a "pat on the back" or buying the volunteer a coffee or taking them to lunch.

Sometimes the behaviour exerted by a volunteer may not be that which is desired. Here the Program Supervisor should provide "Constructive Criticism" rather than being simply critical. Say things like "what do you think of doing this rather than that?" or "I'm not sure if that will work but maybe if you try this." Don't say things like "well you really screwed up, haven't you?" or "your acting stupid." If you value the volunteer and you say the latter, you will not have them for long. Constructive criticism makes suggestions to improve the improper behaviour, but doesn't criticize the person. This way the volunteer will realize that you are trying to help them.

With both "Positive Reinforcement" and "Constructive Criticism", the key is to apply them as soon as possible when the behaviour is observed or relayed to the Program Supervisor. The effect is that its more important. Time delayed will decrease the value of the reinforcement or make the behaviour that much more difficult to change if incorrect. You may be surprised as to the positive effect a simple "good job" will have on your volunteers.

The use of both of these forms of feedback will pay off in establishing a good reputation among those who volunteer, encouraging them to stay with the program for longer periods and motivating new people to become involved.

Volunteers can be an effective element in any intramural or recreation program. But this is only possible when you work with them, provide them with the skills they need and encourage them to do the job.

by Meg Innes

WEEK LONG EVENTS

A terrific way to break up the seasons of your intramural program is by running a week long event between two longer running programs. For example, between early fall outdoor activities such as soccer or football and late fall indoor activities like volleyball or pillo-polo or cosom hockey a special event can be held for a one week period.

Lollipop Olympics

This is Joyce Hopkin's creation and it can be easily modified to suit your needs (I am sure Joyce will be delighted.) This activity is suitable for any age group from primary to senior depending on the activities that are offered. Simple stated, one activity is held every day either at lunch or after school depending on what best suits your school. The number of teams is limited only by the amount of equipment you have available to you. Daily activities can be chosen from paper airplane making and flying, frisbee target toss (or any target toss for that matter), lifesaver relay using lifesavers, straws and/or toothpicks, basketball relays, volleyball relays, skyscraper building using computer cards or playing cards, skyscraper building using straws and masking tape, a jelly bean guess, or any number of cooperative games. The winning team each day receives 100 points and all the other teams receive 75 points. At the end of the week every participant receives an all-day sucker to reward their spirit of cooperation. Many local grocery stores will gladly donate these prizes to a neighbourhood School.

Frisbee Golf Tournament

Another fun event that could be run for a week is frisbee golf tournament. This is organized just like a regular golf tournament with tee-off times, feature foursomes (usually teachers) and a prize table. Nine holes of frisbee golf usually takes four people approximately twenty minutes to play so if the tee-off times are two minutes apart, forty people can play in thirty minutes (as long as you can scrounge 40 frisbees). A cone can be used as the green and a hoop as the tee. Each student counts the number of throws it takes to go from tee to green on each of the holes and marks it on their scorecard. Prizes can be awarded for low score, high score, lowest foursome, highest foursome, fastest foursome, best dressed golfer — you name it, you can give a prize for it. Prizes may be things like school T-shirts or hats, frisbees, mini-golf certificates, old tennis balls (more commonly known as road hockey balls), free milk for a week at the tuck shop or golf balls. Once again, the only limit to the prize table is your imagination. It doesn't have to be costly if you can find a creative student or staff member who could design a "golfer of the year" certificate.

Teacher Torture Week

A terrific week-long event that involves a lot of staff is the teacher torture week. This is a creation of Steve Roberts and Barb Smith from Waterloo County and is a fun-filled event. The details of this week can be found in the O.I.R.A. Newsletter of April 1983. Briefly, the teachers who wish to participate pick a name for themselves based on some fictional character (Popeye, Supergirl, Venus etc). The students then sponsor their favourite characters for 1¢ to 10¢ per event. At this point the students do not know the real identity of the characters. The teachers may enter as many events as they wish. The events can be selected from among a ping-pong blow, a jelloeating contest, a breath hold, a string contest, a cracker relay, basketball free throws, peanut toss, push-ups and water-balloon toss. One event can be held every day or two per day is also a possibility.

Superstars

A Superstar competition with a different event each day can be a whole lot of fun and also allows for mass participation. This is easy to organize and run and once you decide which events you are going to organize and run and once you decide which events you are going to offer you only have to make up a score sheet that each competitor will use throughout the week. Some event possibilities are sit-ups or push-ups in 30 or 60 seconds, a rope climb, an obstacle course, basketball free throws or any ball toss at a target, skips in 60 seconds, soccer target kick, consecutive volleys, consecutive somersaults or anything else you think might be appropriate. If you rank order the contestants each day — one for first to 75 for 75th then the superstars at the end of the week will be the competitors with the lowest totals and you won't have to worry about point tables, norms, and the like.

Turkey Shoot

A "turkey shoot" is an easy self-running event that readily fits into a week-long time slot. Ideally this should be done the week before Thanksgiving or Christmas but it can be changed to a Bunny Shoot before Easter and just change the prizes from turkeys to chocolate bunnies. The only work required of you is a little bit of publicity the week before it occurs and some way of recording the scores during the week. Basketball free-throws out of 10 or any target shooting activity would be suitable and the boy and girl with the highest score during the week each receive a turkey.

by Dave Schlei

OFC FITNESS LEADER CERTIFICATION PROGRAM

The Ontario Fitness Council (OFC), in conjunction with the Ontario Ministry of Tourism and Recreation (MTR), launched the OFC Fitness Leader Certification program. It is hoped that this program will help reduce possible fitness training related injuries, and standardize competency in the profession of fitness leadership.

The fact is, most consumers do not know if their Fitness Leader is qualified to instruct them. Men and women enrolling in fitness programs go to great lengths to ensure that the program offers the best and latest in equipment, but they rarely (if ever) check to see if their Fitness Leader is qualified to take them through the rigorous demands that getting into shape requires. Is the Leader qualified to take the average person through an aerobics class or strength training program? Does he/she know enough about fitness and health to provide proper guidance? The OFC Fitness Leader Certification program will provide future and current fitness leaders with the basic requirements to provide standardized adequate instruction.

To write the certification exam, a leader must be at least 18 years of age, have CPR training (minimum HeartSaver Level) and first aid training (minimum Emergency Level).

"Fitness Leaders" want to be respected. Certification means "professional" in most people's eyes. The program also fits into the Ministry's emphasis on safety standards and meets recent consumer pressures for higher quality in the fitness field."
(Brian Benn, MTR)

The cover of the Fitness Leader Certification booklet depicts Ben Wicks' interpretation of a David and Goliath scenario. David is shown handling Goliath an OFC certificate and stating, "I think I should warn you, Goliath - I'm a certified Fitness Leader."

The Fitness Leader Certification program may reach and certify more than 5,000 fitness leaders over the next three to five years. The total number of persons these leaders reach and instruct is immeasurable. Hence, the reason for the initial \$150,000 input by the Ontario Fitness Council to develop the Certification model and program.

The OFC Certification program is targeted to leaders, employers and consumers and will:

- establish professional credibility
- standardize qualifications
- enhance quality fitness practices
- promote safe exercise practices for participants & leaders
- create consumer awareness
- facilitate a standard for training in Ontario and transferability across Canada
- meet the need for competent Fitness Leaders due to the demands of a growing Fitness Industry

For more information on the Ontario Fitness Council's "Fitness Leader Certification" program, please contact:

Kaarina Dillabough
Ontario Fitness Council
1220 Sheppard Avenue, East
Willowdale, Ontario
M2K 2X1
(416) 495-4071

or the Certification Hotline
(416) 495-4069

OFC CERTIFIED MEANS QUALIFIED!

11th Annual Ontario High School Intramural Workshop

INTRAMURALS ARE



DATE: 4:00 PM, FRIDAY NOVEMBER 9, TO SATURDAY NOVEMBER 10, 4:00 PM

REGISTRATION: 4:00 PM TO 6:00 PM FRIDAY NOVEMBER 9th

**LOCATION: RYERSON RECREATION AND ATHLETICS CENTRE, (RAC) ST. JAMES SQUARE,
ENTER BY 40 GOULD STREET, TORONTO**

REGISTRATION FEE: \$25.00 PER PERSON

200 REGISTRANT SPACES AVAILABLE ON A FIRST COME BASIS

REGISTRATION FEE INCLUDES:

- Friday evening Pizza Party
- Saturday lunch
- Registration package and proceedings
- Neon shoelaces
- "Intramurals are Hot" t-shirt

WORKSHOP SESSIONS ARE PRESENTED BY TEACHERS AND STUDENTS:

CALL FOR PRESENTATIONS - DEADLINE IS OCTOBER 10th

Mini sessions

15 minute slots - designed especially for the one great idea and for a student presentation. Presented in two time slots on Saturday

Maxi sessions

30 minutes - designed to involve staff and students in a more complex presentation

Activity sessions

30 minutes to 1 hour - designed to present new and creative activities, co-operative style activities and some "oldies" for both staff and students

WHAT TO BRING OR WEAR:

Sports clothes, bathing suit, combination lock, anything neon, show and tell from school programs

SUGGESTED HOTEL:

IBIS, 240 Jarvis Street, 1 block from Ryerson Toronto, M5B 2B8, 416-593-9400. Att'n Nalina.

RATES: Triple, double, single - one price \$65.00

Buffet Breakfast \$3.95

**FOR MORE INFORMATION CALL: JEAN KENNEDY OR SHARON SCIME
1-416-979-5096**



INTRAMURALS

NOW THAT'S ENTERTAINMENT

CANADIAN INTRAMURAL RECREATION ASSOCIATION

CIRA ONTARIO INTRAMURAL DIRECTORS WORKSHOP
GENEVA PARK APRIL 21-23, 1991

ASSOCIATION CANADIENNE DE LEJEUERS INTRAMURALS

"WANTED"
SPEAKERS***SPEAKERS*****SPEAKERS**

THE ORGANIZING COMMITTEE FOR THE 1991 CIRA-ONT. CONFERENCE
"INTRAMURALS: NOW THAT'S ENTERTAINMENT!"
IS SEEKING PROFESSIONALS INTERESTED
IN MAKING A PRESENTATION AT THE APRIL 21, 22, 23,
twenty-second DIRECTOR'S CONFERENCE.

PRESENTATIONS WILL BE 1 HOUR, OR 30 MINUTE SESSIONS
WITH 10 MINUTE BREAKS BETWEEN SESSIONS.

ALSO NEEDED, ARE PARTICIPANTS IN OUR CAST OF IDEAS;
JUST SET UP A BOOTH WITH YOUR MOST CREATIVE GAME OR ACTIVITY
AND PRESENT A 5 MINUTE MINI LECTURE.

OUR KEYNOTE SPEAKER IS
CAROLE BERTUZZI-LUCIANI.

HER AREAS OF SPECIALIZATION INCLUDE
COMMUNICATION SKILLS, CUSTOMER SATISFACTION,
HUMOUR, STRESS, BODY LANGUAGE
AND DEALING WITH DIFFICULT PEOPLE.
PRESIDENT OF HER OWN CONSULTING FIRM, CBL ENTERPRISES,
CAROLE'S ADDRESS IS CERTAIN TO PROVIDE US
WITH IDEAS TO HELP ALLEVIATE THOSE NASTY MID-WEEK BLAHS.

IF YOU WILL BE ATTENDING THE CONFERENCE AND ARE INTERESTED IN MAKING A PRESENTATION OR CAN OFFER AN IDEA,
PLEASE COMPLETE THE FOLLOWING INFORMATION AND RETURN IT TO LEE-ANN BRONZI.

NAME: _____

ADDRESS: _____

SCHOOL: _____

PHONE: HOME: _____ WORK: _____

TOPIC: _____

PLEASE RETURN TO: LEE-ANN BRONZI, 1089 WATERWORKS SIDEROAD, SARNIA, ONT. N7T 7H2 OR (519) 542-4234



Edited by Holly Grandy - P.O. Box 4483 London, Ontario N5W 5J5