

## Volunteer Agreement

We appreciate your volunteering with us, and this agreement indicates our commitment to do the best we can to make your volunteering experience a positive and rewarding one. We aim to be flexible so please tell us if there is anything you would like to change or discuss.

You should also be made aware of your Volunteer Role description and the Volunteering Policy and other society policies.

This is a voluntary agreement and does not constitute a contract of employment. It can be cancelled at any time by either party.

As an organisation we undertake to:

- introduce you to your role, to the organisation and to other volunteers that you will come into contact with
- provide regular opportunities for you to meet with your supervisor.  
Your supervisor is
- \_\_\_\_\_
- seek to understand your reasons for volunteering, interests and wishes and to meet these as far as possible
- reimburse out of pocket expenses for travel to external events where appropriate
- consult with you about changes that affect your volunteering
- provide a safe environment and insurance cover for you whilst you are volunteering
- treat you with respect and in accordance with our equality and diversity policy
- respond to your concerns or complaints as quickly as we can



As a volunteer I undertake to:

- undertake tasks within agreed guidelines, to the best of my ability
- give as much notice as possible if I am not able to volunteer as expected
- uphold the organisation's purposes, codes of conduct and policies including health and safety, safeguarding, equality and diversity
- address or report anything that causes concern for my safety/wellbeing or that of others
- not to behave in any way that would bring the organisation into disrepute
- make the most of opportunities for training and development

Welcome on board!

Signed \_\_\_\_\_ (volunteer)

Signed \_\_\_\_\_ (for the organisation)

Date \_\_\_\_\_