

Code of practice for volunteers

To promote excellence in service and maximise the quality of my experience as a volunteer, I will:

- Recognise my own motives for being a volunteer and ensure the organisation is aware of these.
 - Seek volunteering opportunities appropriate to my skills, interests and aspirations.
 - Be committed to give high quality service.
 - Consider opportunities for training and personal development.
 - Carry out all volunteering I agree to do responsibly and ethically.
 - Speak out about any concerns that might affect my work relationships or quality of service.
 - See myself as a valued team member with the right to contribute to decisions which affect my volunteering and I will value and support other team members.
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Code of practice for volunteer-involving organisations

To promote excellence in service and maximise the quality of volunteers' experience, this organisation will:

- Empower volunteers to meet their own and the organisation's needs.
- Offer volunteers opportunities appropriate to their skills, experience and aspirations.
- Provide volunteers with role descriptions and orientation to their work and the organisation.
- Offer training and support for volunteers to achieve personal and work goals.
- Implement policies and procedures to safeguard volunteer safety and well being.
- Offer reimbursement to cover out-of-pocket expenses.
- Recognise volunteers as valued team members with opportunities to participate in relevant organisation decisions.
- Provide mechanisms to acknowledge contributions made by volunteers.
- Undertake a robust recruitment and selection process to ensure that volunteers are recruited into appropriate roles