

Volunteer agreement

Template

Volunteers are an important and valued part of *[club name]*. We hope that you enjoy volunteering with us and feel a full part of our team.

This agreement tells you what you can expect from us, and what we hope for from you. We aim to be flexible so please let us know if you would like to make any changes, and we will do our best to accommodate them.

**As a volunteer with *[club name],* you can expect:**

* to be introduced to the way the club works and your role within it
* to have your skills and dignity respected and your contribution valued
* to be reimbursed for out of pocket expenses in line with [*club name*]’s   
  volunteer policy
* to be given a point of contact/volunteer coordinator to provide support
* to be consulted on possible changes that could affect your involvement
* to be insured against any injury you suffer or cause due to negligence in the course of your volunteering
* recognition and thanks
* to be supported to identify training and development needs in your volunteer role
* as a result of the above, to be given the opportunity to access training and development for your role
* to be provided with appropriate clothing or equipment necessary to carry out your volunteer role
* respect of your right to privacy; *[club name]* will not share your personal information without your prior agreement
* to be treated fairly and have equal opportunities regardless of gender, sexual orientation, age, parental or marital status, disability, religion, colour, race, ethnic or national origins, or socio-economic background
* to be treated with courtesy and respect.

**In return, as a volunteer, we expect you to:**

* support the aims and objectives of *[club name]*
* fulfil your role to the best of your ability and inform us if for any reason there are aspects of the role you are unable to meet
* commit to your role for a specified period of time that is mutually agreed with   
  the club
* let us know if you would like to change the nature of your involvement
* follow *[club name]*’s rules and procedures, including those relating to health and safety, safeguarding children, equal opportunities and use of personal information
* agree to attend any training that is deemed necessary for your volunteer role within the club
* treat other volunteers, participants and families of participants with courtesy   
  and respect.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Volunteer coordinator)

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Volunteer)

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_