

Volunteer Agreement

Your rights:

- A healthy and safe environment.
- An orientation or induction session.
- Information about the organisation you are working for, including policies and procedures.
- A volunteer role description or volunteer agreement which outlines the tasks that you will be expected to perform and the agreed working hours.
- Be provided with sufficient training and supervision.
- Be reimbursed for necessary out of pocket expenses as agreed.
- Be protected by appropriate insurance.
- Have your personal information dealt with in a confidential manner.
- Be treated in a fair and equitable manner.
- Be informed and consulted with on matters which affect you and your work.
- Be under no obligation to attend the workplace or perform work.

Your responsibilities:

- Be reliable and punctual.
- Be trustworthy and respect confidentiality.
- Respect the rights of people you work with.
- Carry out the specified role. Avoid overextending yourself or performing tasks that you are not qualified or competent to complete.
- Give feedback (i.e. participate in evaluations when asked).
- Be accountable and accept feedback.
- Acknowledge decisions made by the staff or the organization.
- Address areas of conflict with the appropriate staff member or volunteer coordinator.
- Undertake training where appropriate or required.
- Ask for support when it is needed and support other team members where appropriate or required.
- Stay safe on the job; take reasonable care for your own health and safety, that your acts or omissions do not adversely affect the health and safety of others.
- Follow all reasonable instructions and cooperate with reasonable policies and procedures.
- Report any injuries or hazards that you notice in the workplace.
- Give notice if your availability changes or you no longer wish to volunteer at the Church.
- Display a positive attitude and be an active member of the team

Upon signing this document, I agree and consent to:

- Provide voluntary services to Bridgeman Baptist Community Church with the understanding that I have no entitlement to pay or any other type of remuneration; or guarantee of regular work or an ongoing relationship with the Church.
- Provide voluntary services to the best of my ability and comply with my responsibilities as detailed above.
- To safeguard my personal property when located on the premises, and recognise that the Church is not responsible for any lost, stolen or damaged personal property.
- Act appropriately when providing voluntary services and not exhibit any behaviour that may reflect badly on the Church.

Volunteer name

Volunteer Signature

Date