

VOLUNTEER AGREEMENT

As a volunteer with the IW Council Open Award Centres you can expect :

- ❖ To be involved with an organisation that is dedicated to promoting DofE.
- ❖ A supportive and positive environment that ensures you enjoy your volunteering.
- ❖ Opportunities to influence the development of DofE on the Isle of Wight.
- ❖ To be treated with respect and courtesy.
- ❖ To be treated fairly regardless of gender, sexual orientation, age, parental or marital status, disability, religion, colour, race ethnic or national origins, or social/economic background.
- ❖ An induction and opportunities to undertake appropriate training.
- ❖ A named contact for support.
- ❖ Recognition and thanks.
- ❖ Equal opportunities.
- ❖ Adequate public liability insurance.
- ❖ Respect to your right to privacy and that of your contacts.

In return we ask that you:

- ❖ Support our aims and objects.
- ❖ Remember that you are a representative of DofE and the Isle of Wight Council.
- ❖ Reach a shared understanding with us summarising your role and commitment.
- ❖ Are open and honest in your dealings with us.
- ❖ Treat fellow volunteers and staff with courtesy and respect.
- ❖ Let us know if you wish to change the nature of your contribution.
- ❖ Let us know if we can improve the service and support that you receive.

Volunteer Agreement

Volunteers are an important and valued part of the Isle of Wight Duke of Edinburgh's Award. 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 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.

We, the Isle of Wight Council DofE, will do our best to:

- ❖ Introduce you to how the organisation works and your role in it and to provide any training you need. The initial training agreed is Intro to the DofE Course.
- ❖ Provide regular meetings with a main point of contact so that you can tell us if you are happy with how your tasks are organised and get feedback from us. Your main point of contact is.....
- ❖ Respect your skills, dignity and individual wishes and to do our best to meet them.
- ❖ Consult with you to keep you informed of possible changes.
- ❖ Insure you against injury you suffer or cause due to negligence.
- ❖ Provide a safe workplace.
- ❖ Apply our equal opportunities policy.
- ❖ Apply our complaints procedure if there is any problem.

I, agree to do my best to:

- ❖ Work reliably to the best of my ability, and to give as much warning as possible whenever I cannot work when expected.
- ❖ To follow the Isle of Wight Council DofE rules and procedures, including health and safety, equal opportunities and confidentiality.

Note: this agreement is in honour only and is not intended to be a legally binding contract of employment.