

This agreement is made between **insert club name** hereinafter referred to as “the club” and the individual named in the volunteer details section below, hereinafter referred to as “the volunteer”.

Volunteer Details:

Full Name:		Address:	
Phone (P):			
Phone (B):		Post Code:	
Mobile:		Email:	

Volunteer Position Title:

Notice to be given prior to termination of engagement (by the organisation or volunteer)		Date of Commencement of Engagement:	
Accountable to:		Date of Conclusion of Engagement:	
Responsible for:		Expected weekly time commitment:	

Roles & Duties: See Position Description for: **insert Volunteer Position Description** which forms part of this agreement. The organisation will supply the volunteer a copy of this Position Description upon engagement.

Code of Conduct: See Code of Conduct for: **insert link to Code of Conduct** which forms part of this agreement, and the organisation will supply the volunteer a copy of this Code of Conduct upon engagement.

Relevant Documents and Policies: The volunteer will have a detailed understanding of the following documents and policies and will abide by them at all times. The organisation will supply a copy of these documents and policies to the volunteer upon engagement: **<<List Policies if applicable>>**

- Volunteer Benefits:**
- Benefits the volunteer will receive:**
- A thorough induction on the work of organisation, your volunteering role and the training necessary to assist you in meeting the responsibilities of your volunteering role
 - Supervision, support, and flexibility
 - Assistance to help you develop in your volunteering role with us and to be flexible in how we use your time while volunteering.
 - Adequate training and feedback in support of our health and safety policy
 - Adequate insurance cover for volunteers whilst undertaking voluntary work approved and authorised by us.
 - Support through any problems, grievances or difficulties which may be encountered while you volunteer with us
 - Access to independent dispute resolution where required

Comments:

To be completed by the volunteer at the end of the engagement to provide information to improve the voluntary position.

Note: It is recommended that organisations seek legal advice regarding the implementation of Volunteer Agreements to ensure that they protect the rights of both parties (the prospective volunteer and the organisation), are not discriminatory in any way and will meet the needs and expectations of both parties for the duration of the agreement.