

The Volunteer's Charter

If you are thinking of becoming a volunteer, there are a few things you need to bear in mind.

- Go in with your eyes open.
- Seize the initiative, if there's something you want to do, ask.
- Say what you think. Don't suffer in silence.
- Remember, you have the right to say NO.
- Make sure that what you're doing is right for you. If it isn't, try something else.
- If you're already giving your time, you don't have to give your money too.
- Develop your skills. Ask for training if you want it.
- Don't be afraid to ask for thanks.
- Enjoy yourself. That's what it's all about.

If you would like advice on Volunteer Rights, or if you would like to find out about the full range of volunteering opportunities in your area, contact your local Volunteer Centre.

Volunteer Centre Shepway
Radnor Park Community Centre
(Formerly United Reformed Church)
Castle Hill Avenue
Folkestone
Kent
CT20 2QL
Telephone : 01303 259 007
Email: office@volunteershepway.co.uk



Volunteers' Rights and Responsibilities

Volunteer Centre Shepway
Registered Charity No. 1161980

Equality of Opportunity

We believe that voluntary activity is an option that should be open to everybody irrespective of their gender, race, beliefs, disability, mental or physical health, religion, sexuality, age, or whether or not they have a criminal record.

We are committed to promoting volunteering to people who are not traditionally seen as being volunteers. This means that we put resources into promoting volunteering to people who are disadvantaged or who are from groups that are discriminated against.

Volunteers' Responsibilities

We believe that volunteers should:

- be reliable
- work within the aims and objectives of the organisation
- respect confidentiality
- treat all people equally
- meet time and duty commitments

Ensuring Volunteer Rights

We believe that:

- Volunteers should be recruited to perform tasks that match their original motivation to volunteer, and not simply be referred to an agency because they want to volunteer.
- Volunteers should NOT be used to cover work that is, or has been previously been, done by paid workers.

- Volunteers should be recruited only where staff agree to the arrangement and welcome volunteers.
- Voluntary activity should be distinct from paid employment: it should complement paid work.
- Volunteers should be dealt with promptly and cheerfully.
- Volunteers should be reimbursed for out of pocket expenses.
- Volunteers have the right to know why they were not accepted for voluntary work.

We recommend that:

- Volunteers should be given an induction when they start.
- Volunteers should have clear understanding of tasks they might be expected to perform.
- The lines of supervision for all volunteers must be clearly outlined, formal supervision should exist and this should provide volunteers with the opportunity to develop skills.
- Volunteers should receive other support and training as appropriate.
- Volunteers have the right to access grievance and appeal procedures.
- Volunteers have the right to belong to a union.
- Volunteers have the right to receive the same insurance cover as employees.