

Hungerford youth and community

Charity no.1184692

Volunteer 16+ Agreement Hungerford Youth and Community Centre

Volunteers are an important and valued part of the work of the Hungerford Youth and Community Centre (HYCC). We hope that you enjoy volunteering with us and feel a full part of the team. This agreement tells you in brief what you can expect from the HYCC and what the centre would like from you, as follows:

Hungerford Youth and Community Centre will:

- provide guidance on the work of the centre, your volunteering role and the training you need to meet the responsibilities of this role;
- explain the standards we expect for our centre and to encourage and support you to achieve and maintain them;
- do our best to help you in your volunteering role with us;
- provide insurance cover for volunteers whilst undertaking voluntary work approved and authorised by us.
- ensure that all volunteers are treated fairly and on an equal basis;
- resolve fairly any problems, grievances and difficulties you may have while you volunteer with us;
- pay your out-of-pocket expenses promptly, where it is agreed expenses are to be paid;
- provide you with training and a safe place and ensure you have a basic understanding of health and safety.

As a volunteer, you will:

- perform your volunteering role to the best of your ability, outlined in the Volunteer Role Description and give as much warning as possible where you are unable to attend as arranged;
- have an initial trial period so that you and your session lead can review how things have been going and agree any action that you both feel may be necessary;
- read and follow the HYCC policies and procedures, including Volunteer Policy and Procedure, Safeguarding and Child Protection, Health and Safety, Equality and Diversity;
- provide a referee and agree to an enhanced DBS check and to notify HYCC immediately with any relevant changes to your criminal record between checks;
- be aware of the safety and protection of everyone on the premises.

Note: This agreement is not legally binding and does not constitute a contract of employment.

I accept the voluntary role, as outlined in the role description, and confirm I am fit to undertake the duties as described.	
Signed (Volunteer)	Date
Print name	