Volunteer Agreement

*Tip: Modify this template as necessary so to be suitable to your club.*

Volunteer Agreement



As a final step of your Induction, we ask you to agree, sign and date this Volunteer Agreement.

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| --- | --- |
| **I,** | [volunteer name] |

* Agree I have been shown my rights and will abide by my responsibilities as a volunteer with Click or tap here to enter club name
* Agree to abide by the Click or tap here to enter club name Code of Conduct and to represent the organisation in a positive way.
* Will not take illegal drugs or consume alcohol, or be under the influence of same, whilst engaged in volunteer activities.
* Give permission for Click or tap here to enter club name to maintain on file, my personal information, relevant to my voluntary duties, which may be accessed by relevant staff members of the organisation in the case of an emergency. I understand this information will not be given to any other person or agency unless I give my specific permission.
* Agree that I will not disclose or discuss any confidential or sensitive information which I may become aware of during the course of volunteering with Click or tap here to enter club name any unauthorised person, volunteer, staff member or other organisation.
* Agree to follow grievance procedures as set out by Click or tap here to enter club name.
* Agree to support a non-discriminatory and harassment-free volunteering environment.
* Agree to treat Club members, staff and volunteers with respect, courtesy and consideration.
* Agree to participate in essential orientation and ongoing training arranged by Click or tap here to enter club name as required.
* Agree to work as part of a team.
* Agree to sign the Attendance Register at each volunteering session.
* Agree to inform the Volunteer Coordinator or my direct Supervisor if I am unable to attend a rostered session.
* Agree to inform the Volunteer Coordinator if I am unable to continue as a volunteer.
* Agree to maintain a current driver’s licence and third party or comprehensive insurance if I am required to use my own vehicle for volunteering purposes.
* Hereby authorise/do not authorise (strike whichever does not apply) the Click or tap here to enter club name to use my image/s or and/or the reproduction of any or all images in any form or composite representation by the Click or tap here to enter club name without further compensation to me. I agree that all images shall remain the property of the Click or tap here to enter club name in all forms and understand that it is my responsibility to remove myself if I do not wish to appear in photographs.

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| --- | --- |
| **Volunteer** | |
| Name |  |
| Signature |  |
| Date |  |

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| --- | --- |
| **Volunteer Coordinator or Supervisor** | |
| Name |  |
| Signature |  |
| Date |  |