

VOLUNTEER RIGHTS AND RESPONSIBILITIES*

Unlike paid staff, awards or work place agreements do not cover volunteers. However, volunteers do have rights, which can be considered the moral obligations of an organisation that involves volunteers. Volunteers also have responsibilities, which are the obligations of the volunteer. The Whittlesea Volunteer Resource Service, promotes the following as basic rights and responsibilities of volunteers;



Volunteer Rights

As a volunteer, you can expect to;

- have a position description and agreed volunteering hours
- be given orientation and information about the organisation
- be provided with sufficient training for you to do your volunteering
- be given a volunteer policy and other policies that affect your volunteering
- be supported and supervised in your volunteering role
- be adequately covered by insurance
- work in a healthy and safe environment
- be reimbursed for out of pocket expenses where possible
- have access to a grievance procedure
- say “NO” if you feel you are being exploited.



Volunteer Responsibilities

As a volunteer, you are expected to;

- be reliable
- respect confidentiality and privacy
- carry out the volunteer position that you have agreed to do
- be accountable for the volunteer work that you do
- be committed to working for the organisation
- be willing to undertake training as required
- ask for help and support when needed
- be supportive of others you volunteer with
- be prepared to follow policies and procedures
- give adequate notice before you leave the organisation.