



## VOLUNTEER AGREEMENT CLUB POLICY DOCUMENT

Volunteers are an important and valued part of University of Aberdeen Performance Swimming. We hope that you enjoy volunteering with us and feel a full part of our team.

This agreement informs you what you can expect from us at UOAPS and what the club can expect from you. We aim to be flexible, so please let us know if you would like to make any changes, and we will do our best to accommodate them.

We, University of Aberdeen Performance Swimming will do our best to:

- Introduce you to how the club works and your role within it.
- Provide you with a role description and a full explanation of your duties/responsibilities, including the days/times when we would like you to volunteer within the club.
- Organise meetings regularly between you and a member of the executive committee, so that you can update us if you are happy with how your work is organised and progressing and an opportunity for us to provide feedback to you.
- Where possible the club will provide funding towards any relevant training requirements.
- Respect your skills, dignity and individual wishes and do our best to meet them.
- Consult with you and keep you informed of possible changes that will affect you.
- Insure you against any injury you suffer or cause due to negligence while you are volunteering for us.
- Provide a safe workplace.
- Apply our equal opportunities/equality policy.
- Apply our complaints and discipline procedures when appropriate.
- Provide you with the following documents:
  - Code of Conduct
  - Equal Opportunities/Equality Policy
  - Relevant Wellbeing & protection information

I, \_\_\_\_\_ am familiar with the above standards of practice and agree to follow them to the best of my ability. In addition to this, I agree to give as much notice as possible whenever I am unable to attend a session that I am expected to be at or complete tasks in a timely fashion. I accept the responsibilities outlined in my Role Description.

Signed:

Date: