



Genesis Trust Bath Volunteer Agreement

This Volunteer Agreement is a description of the arrangement between us, **Genesis Trust Bath**, and you the **volunteer** in relation to your voluntary work. The intention of this agreement is to assure you that we appreciate your volunteering with us and to indicate our commitment to do the best we can to make your volunteer experience with us a positive and rewarding one.

We commit to the following:

1. Induction and training

- To provide a thorough induction to the work of Genesis Trust Bath, its staff, your volunteering role and the training necessary to assist you in meeting the responsibilities of your volunteering role. The Volunteer Handbook which can be found in the document hub on Assemble provides full details of the organisation.

2. Supervision and support

- To define appropriate standards of practice of our services, to communicate them to you, and to encourage and support you to achieve and maintain them as part of your voluntary work
- To provide a line manager who will be available to discuss your volunteering and any associated problems
- To do our best to help you develop your volunteering role with us.

3. Health and safety

- To provide adequate training and feedback in support of our health and safety policy, a copy of which is in the document hub on Assemble.

4. Insurance

- To provide adequate insurance cover for volunteers whilst undertaking voluntary work approved and authorised by us.

5. Equal opportunities

- To ensure that all volunteers are dealt with in accordance with our equal opportunities policy, a copy of which is set out in the document hub on Assemble.

6. Problems

- To endeavour to resolve in a fair and just manner any problems, grievances or difficulties which may be encountered while you volunteer with us;
- In the event of an unresolved problem, to offer an opportunity to discuss the issues in accordance with the procedures set out in the Volunteers Handbook which can be found in the document hub on Assemble.

We expect you, the volunteer to commit to the following:

1. To perform your volunteering role to the best of your ability
2. To adhere to the organisation's rules, policies and standards, including health and safety procedures and its equal opportunities policy in relation to its staff, volunteers and clients.
3. To maintain the confidential information of the organisation and of its clients.
4. To meet the time commitments and standards undertaken, other than in exceptional circumstances, and provide reasonable notice so that alternative arrangement can be made.

This agreement is binding in honour only, is not intended to be legally binding contract between us and may be cancelled at any time at the discretion of either party. Neither of us intends any employment relationship to be created either now or at any time in the future.

Reviewed July 2022