



What can a volunteer do for us?

- Undertake a minimum of 4 hours on any specific day per week, as agreed by your line manager
- Undertake at least 4 separate (4 hour) volunteer sessions per calendar month, unless agreed otherwise
- Attend any further training, meetings or activities, as the Service might require, that concern the role of the volunteer
- Conduct yourself in a way that doesn't compromise the integrity of the Council or the Service
- Be prepared to undergo a police check in relation to your background – if appropriate
- Notify your line manager well in advance of any requested holidays or plans to leave the Service. Keep the line manager updated with current addresses and contact telephone numbers
- Notify the line manager if you fall ill on the day of any voluntary commitments that you have with the Service, preferably before 9am
- Observe all Money Skills Standard re: the Code of Good Practice, Equal Opportunity Policy and Health & Safety as established

What can we do for you, the volunteer?

- Provide you with free core training
- Offer you one-to-one regular review meetings to assess your progress, and any support that you require in the role of a Volunteer will be provided
- Opportunities for further personal or professional development will be available
- Any travel or other expense incurred when carrying out the role of the Volunteer will be paid (to a reasonable degree)
- When a session lasts all day lunch will be provided, and refreshments will be offered during all training or meetings
- References will be provided for either college or further employment
- The personal development of the Volunteer will be of upmost importance to the Service, and will be encouraged