

ELY OUTDOOR SPORTS ASSOCIATION

Volunteer Policy

Mission

Ely Outdoor Sports Association (EOSA) is a volunteer run organisation that exists to provide and maintain sporting and social facilities to its member Clubs and the wider community as a whole.

In line with this mission EOSA seeks to involve volunteers to:

- ensure our services and facilities meet the needs of our member Clubs
- enable sport to be enjoyed by all members of the local community

Principles

EOSA recognises:

- that volunteers are vital to its running. Their input needs to be valued and recognised.
- that voluntary work brings benefits to volunteers themselves, to members and participants
- that volunteers require satisfying and motivating roles and will seek to help volunteers meet these needs, as well as providing training to help them to do their work effectively if required.

This policy is to ensure that there is fairness and consistency when involving a diverse group of people.

Recruitment

Recruitment of volunteers will be from all sections of the community and will be in line with EOSA's Equality Policy.

Any volunteers that will be in charge of children or vulnerable adults will be asked to complete a DBS check in line with EOSA's Safeguarding Policy.

Expenses

All out of pocket expenses, if required, will be reimbursed, including travel and accommodation. These must be agreed in advance with the Company Secretary.

Risk Management

Every person has the right to work in a safe environment. To enable this to happen, volunteers are covered in the following ways:

- Risk assessments will be carried out for activities which EOSA is responsible for.
- Volunteers are covered by the EOSA insurance policy and Public Liability Policy
- Volunteers have the same responsibilities and guarantees as employees in terms of health and safety

Problem Solving Procedure

All grievances should be resolved openly, fairly and quickly to:

- Protect our volunteers
- Minimise any disruption to other volunteers
- Demonstrate that our organisation respects volunteers
- A volunteer has a right to complain if they feel they have been treated unfairly. Their first point of contact will be with one of the three EOSA Directors.

Policy adopted by the Directors at their meeting on 8th March 2018

Next review date: March 2019