

## Volunteer Agreement

Volunteers are an important and valued part of Cheshire West and Chester Council. We hope that you enjoy volunteering with us and feel a full part of our team.

This agreement tells you what you can expect from us, and what we hope 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, Cheshire West and Chester, will do our best to:**

- Introduce you to how the organisation works and your role in it and to provide any training you need. The initial training agreed is (.....).
- Provide regular meetings with a main point of contact so that you can tell us if you are happy with how your tasks are organised and get feedback from us. Your manager's/supervisor's name is .....
- Respect your skills, dignity and individual wishes and to do our best to meet them.
- Consult with you and keep you informed of possible changes.
- Insure you against injury you may suffer or cause due to negligence.
- Provide a safe workplace.
- Apply our equal opportunities policy.
- Apply our complaints procedure if there is any problem.

**I, \_\_\_\_\_ agree to do my best to:**

- Work reliably to the best of my ability, and to give as much warning as possible whenever I cannot volunteer when expected
- Follow Cheshire West and Chester Council's rules and procedures, including health and safety, equal opportunities and confidentiality.

***Note: this agreement is in honour only and is not intended to be a legally binding contract of employment.***

Volunteer signature:	Co-Ordinator:
Print name:	Print Name:
Date:	Date: