



# Policy on the Role of Staff and Volunteers

Registered Charity No. 20154240

Version: 2024-01-29

## Purpose:

This policy defines the roles and expectations for both staff and volunteers, ensuring a cohesive and effective team dedicated to achieving the charity's mission.

## Staff Roles:

**Operational Execution:** Carry out the day-to-day operations, implement programs, and manage charity activities in line with strategic goals.

**Expertise and Leadership:** Provide professional knowledge, guide volunteers, and contribute to policy development.

**Accountability:** Ensure compliance with legal, financial, and operational standards.

## Volunteer Roles:

**Support and Enhancement:** Offer time, skills, and enthusiasm to supplement the work of staff, enhancing the charity's services and reach.

**Diversity and Flexibility:** Bring diverse perspectives and flexibility, contributing to a wide range of tasks as needed.

**Engagement and Advocacy:** Act as ambassadors for the charity, promoting its values, and engaging the community.

**Problem Resolution:** Establish clear channels for addressing grievances or conflicts, ensuring a positive working environment for all team members.

## Summary

This policy promotes a collaborative approach, recognizing the unique contributions of staff and volunteers to the charity's success.