



Volunteer Recruitment and Supervision

Registered Charity No. 20154240

Version: 2024-01-29

Purpose:

This policy defines our expectations for how volunteers will be recruited, supported, and supervised.

Recruitment:

Open and Inclusive Process: Advertise volunteer opportunities widely, ensuring fairness and accessibility.

Selection Criteria: Match volunteers to roles based on skills, interests, and the charity's needs, following a transparent selection process.

Support:

Orientation and Training: Provide comprehensive induction, including the charity's mission, policies, and volunteers' roles.

Resources: Ensure volunteers have access to the resources and support needed to perform their roles effectively.

Supervision:

Regular Check-ins: Implement a system for ongoing supervision, feedback, and support through scheduled meetings.

Recognition: Acknowledge and celebrate the contributions of volunteers regularly.

Exit Conditions:

Feedback: Offer exit interviews to gather feedback on volunteers' experiences.

Disengagement: Outline clear procedures for the resolution of issues and, if necessary, the conditions under which a volunteer relationship might end.

Summary

This policy ensures a positive, supportive environment for volunteers, from recruitment through to their potential exit, fostering a mutually beneficial relationship between the charity and its volunteers.