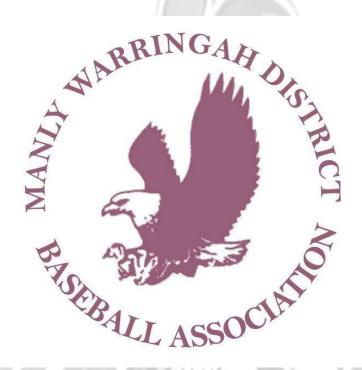
# MANLY WARRINGAH DISTRICT BASEBALL ASSOCIATION - STATE LEAGUE -



## **VOLUTEERS POLICY**

#### **Our commitment**

To ensure that volunteers are well catered for and treated with respect and that volunteer management is in line with legal requirements and Volunteering Australia's principles

#### **Policy**

MWDBA 'State League' Committee

- values the role of volunteers as essential to the organisation. Volunteers are respected for their skills and talents
- aims to maximise volunteers' potentials by creating opportunities to utilise their talents and abilities and supporting them to develop social connections
- will clearly specify the work of volunteers through role descriptions to ensure that roles match volunteers' skills, interests and capabilities
- · will provide induction to volunteers and ongoing support as required
- The duty of care for the volunteer remains with the Committee Of Management
- will provide a safe and healthy workplace as far as is practical
- will reimburse volunteers for any purchases where receipts can be provided. Volunteers will not be reimbursed for general costs e.g. phone, travel unless approved
- Volunteers will be briefed and provided training on the relevant legislative requirements related to their role e.g. NSW Information Privacy Act, Working with Children Checks
- All volunteers must adhere to the policies and Code of Conduct and need to understand that failure to do so may result in disciplinary action or dismissal
- All volunteers will be subject to a Probationary Period of 3 months to ensure that the role is right for them and that
  they are suitable for the role
- Volunteers have the right to refuse work which is outside their role description
- Volunteers have the right to leave their role but should give as much notice as possible. The Club Committee can
  decide to terminate a volunteer position for just cause e.g. gross breach of the Codes of Conduct. Dismissal in
  other instances will be a last resort after other attempts or approaches have failed.
- All volunteers have read and are familiar with 'State Leagues values document, and work to maintain those values whilst volunteering for MWDBA' State League'

### Who does this policy refer to

The Volunteer Policy applies to all volunteers at the Club, long and short-term as well as the Club Committee of Management and Coaches