



Richmond Rowing Club Volunteer Policy

Richmond Rowing Club's vision is to

'Provide an environment that supports personal development, success and a rewarding and enjoyable club experience'

We are a not-for-profit organisation that involves volunteers in our work. We adhere to the *National Standards for Volunteer Involvement in Not-for-profit Organisations* and comply with the Australian definition, principles and model code of practice for involving volunteers.

We are always looking for new volunteers, there are many opportunities. Our volunteers:

- Provide coaching to our members and teach new members to row
- Manage the administration
- Coordinate regatta attendance
- Fundraise
- Organise social events
- Do general maintenance on boats and the boathouse

Richmond Rowing Club would not be able to provide our members with such a rich experience without all our volunteers.

We will promote and protect the rights of volunteers who work in our organisation, as set out in Volunteering Australia's statement of *Volunteer Rights*. These include:

- To work in a healthy and safe environment
- To be covered by insurance
- Not to be discriminated against
- Not to do the work of paid staff
- To receive appropriate orientation and training

Volunteers are expected to:

- Carry out the job they have agreed to
- Tell the Committee when something goes wrong or isn't working
- Undertake any training they might need
- Adhere to the expense reimbursement policy

Opportunities to volunteer will be advertised as events arise.

The Vice-President is responsible for managing the volunteer program within our organisation. A committee member will act as the liaison for each specific volunteer activity, for example, the Head of Rowing is the liaison person for all volunteer coaches.

We will review and update our policies every year to ensure we meet the *National Standards for Volunteer Involvement in Not-for-profit Organisations*.

Last reviewed: May 2011