**Volunteers Charter**

Every individual should have the right to volunteer. Volunteers have rights and expectations which should be met in the course of their work. Volunteering is a legitimate activity in its own right and is not a substitute for paid work.

1 Volunteers should have a clear idea of the tasks they are being asked to perform and of the responsibility which goes with them.

2 Volunteers should know who they are responsible to. They should have regular access to this person to ensure adequate support for their work.

3 Volunteers should have access to and play a part in the decision making process of the group/organisation for which they are volunteering to ensure adequate support in their work.

4 Volunteers should be protected against exploitation of their interests both as volunteers and as individuals. They should not be put under any moral pressure to do work which is against their principles.

5 Volunteers should be adequately protected against any risks involved in doing voluntary work: they should be covered by Public Liability Insurance.

6 Volunteers should not suffer financially by doing voluntary work. They should receive all out of pocket expenses and be provided with the appropriate equipment/tools/materials to carry out their tasks. When working for extended periods the following allowances should apply:

### Breakfast £5.00

### Lunch £8.00

### Tea/coffee £3.00

### Dinner £10.00

7 Volunteers should not be used in place of any paid workers.

8 The relationship between paid workers and volunteers should be complimentary and mutually beneficial. Volunteers should expect that other paid workers in the organisation are fully aware of the areas of work undertaken by volunteers and their responsibilities.

9 Volunteering should be a fulfilling experience. When volunteer’s commitment and ability are matched by adequate supervision and support they should be able to develop, expand or change their area of work.