**PURPOSE**

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 STATEMENTS**

* ERTC values the role of volunteers as essential to the organisation. Volunteers are respected for their skills and talents
* ERTC will clearly specify the work of volunteers through role descriptions to ensure that roles match volunteers’ skills, interests, and capabilities
* ERTC will provide induction to volunteers and ongoing support as required
* The duty of care for the volunteer remains with the Committee Of Management
* ERTC will reimburse volunteers for any purchases where receipts can be provided.
* Volunteers will be briefed and provided training on the relevant legislative requirements related to their role e.g., Victorian 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

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