

Volunteers agreement

Volunteers are those who carry out unpaid work typically for a charity, voluntary organisation or fundraising body. Volunteers should have access to appropriate training and development, and usually will have a role description rather than a job description.

Volunteers are not entitled to the national minimum wage as they don't get paid other than travel or lunch expenses and therefore will not be classed as a worker. Volunteers do not have a contract of employment but often have a volunteering agreement.

This document is an agreement between UoC Volunteering and volunteers from the University of Chester who are registered on this website. It details the specific roles and responsibilities which will ensure an effective partnership between these two parties.

What you can expect from UoC Volunteering:

1. To provide you with the means to browse and apply for various volunteer opportunities.
2. To enable you to record the time you have spent volunteering. You will then be able to download these hours before you finish with the University of Chester.
3. To enable you at different stages of your volunteering to apply for awards. The UCV Silver, Gold, Platinum, Platinum + will be listed on Undergraduate HEAR. Awards will also count towards the Chester Difference Award (See Careers and Employability for more)
4. To develop and record skills through volunteering and through our UCV Awards, analyse these skills further for both personal and employability means. Volunteers will also be able to download a skills record before they finish with the University of Chester.
5. To offer support throughout your volunteering and offer regular contact with you and , including updates on our service; provide the opportunity for feedback and offer support for any issues that arise
6. To offer mediation between you and your volunteering organisation if requested by both you and the organisation.

UoC Volunteers agree to:

1. Represent the UoC in a mature and sensible manner upholding the University's values
2. Familiarise themselves with relevant health and safety and other policies, procedures and guidance in place at the organisation and follow reasonable instructions.
3. To keep confidentiality when asked.
4. Respect staff and fellow volunteers at the organisation
5. To report any change in circumstance which may affect your volunteering to the opportunity supervisor as early as possible.
6. Provide the organisation at least 24 hours' notice if you are unable to attend an opportunity after having committed to it.
7. Travel to and from opportunities using own mode of transportation or public transport. Unfortunately, no University of Chester transport is available to volunteers.
8. To feedback information about your voluntary experience to UoC Volunteering if requested.

9. Raise any concerns about the opportunity with your supervisor and/or UoC Volunteering as soon as possible.
10. To put University work before volunteering.