

Volunteer Agreement - BPCG copy (Volunteer Copy)

Thank you for your interest in volunteering with us. We hope you will enjoy coming to the Community Greenhouses and being a part of this project.

This agreement describes what you can expect from us and what we hope from you.

Volunteer Agreement between Brockwell Park Community Greenhouses (BPCG) and (volunteer's name) _____ .

Address: _____

Email: _____ Tel number: _____

Emergency contact name and number: _____

(These details will be held confidentially)

Part 1: The organisation

Our mission:

Insert Mission

There are many roles available as a volunteer – you could be helping to manage and maintain the site, doing community outreach work, supporting with publicity or planning events, and much more. We encourage volunteers to share their ideas and interests in order to participate in the most rewarding way.

BPCG commits itself to the following:

1. Induction and training

- To provide you with a thorough induction on the work of BPCG and your volunteering role.
- To provide you with an initial tour of the site, a Health and Safety talk (including tool safety), and a copy of our Volunteer Handbook, which contains important information about volunteering.

2. Supervision, support and flexibility

- To explain the standards we expect from volunteers and to encourage and support you to achieve and maintain them.
- To provide a named person who you can contact in regards to your volunteering and any successes or problems.
- To do our best to help you develop your volunteering role with us.
- To remain flexible in our approach to volunteering, enabling volunteers to attend, and actively participate, as and when they are able to.
- To your right to a feedback session when requested.

3. Expenses

- To repay expenses incurred on behalf of BPCG when agreed to by the Volunteer Coordinator/Site Manager beforehand.

4. Health and Safety

- To provide adequate training in relation to our Health and Safety regulations which can be found in the Volunteer Handbook

5. Insurance

- To provide adequate insurance cover for volunteers whilst undertaking voluntary work approved and authorised by us.

6. Equal Opportunities

- To ensure that all volunteers are dealt with in accordance with our Equal Opportunities policy, a copy of which is obtainable from BPCG on request.

7. Problems

- To try and resolve fairly any problems, grievances or difficulties you may have in your role as a volunteer with BPCG.

Part 2: The volunteer

I, (volunteer's name) _____ agree to do my best:

- to help BPCG work in line with its aims and objects.
- to perform my volunteering role to the best of my ability.
- to read the Volunteer Handbook and observe the organisation's policies and procedures, including those relating to Health and Safety and Equal Opportunities.
- to give reasonable notice so other arrangements can be made if I am not able to do something I have agreed to.
- to ensure that all projects I work on are approved and overseen by the Site Manager as part of the project as a whole.

This agreement is binding in honour only, is not intended to be a legally binding contract between us and may be cancelled at any time at the discretion of either party. Neither of us intends any employment relationship to be created either now or at any time in the future.

I have received the induction (including site tour and Health and Safety talk) and the volunteer handbook. I have read and understood the Volunteer Agreement:

Name of volunteer: _____

Signature: _____

Part 3: Volunteer skills/interests

The skills, experiences and interests of volunteers are a great resource for BPCG. Please indicate in the box below any skills or interests you have which may be useful to the Community Greenhouses (i.e., web design, bee keeping). Thank you!

Part 4: Barriers to volunteering

If there is anything you feel we need to know about (i.e., health issues), or could do to facilitate your volunteering, please let us know below:

'Brockwell Park Community Greenhouses' - Brockwell Park (between the walled garden and the tennis courts)

www.brockwellparkcommunitygreenhouses.org.uk

bpcgvolunteering@gmail.com

Brockwell Park Community Greenhouses is a registered charity - 1098239