



## **Volunteer Agreement**

Volunteers are an important part of Wigginton and Hopwas Parish Council. We want you to enjoy volunteering with us and feel a part of the team.

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

### **Wigginton and Hopwas Parish Council commit to:**

- Provide you with information on the work of the Parish Council
- Provide an induction and appropriate training for your volunteer role
- Give you the opportunity for regular meetings with the Parish Clerk
- Respect your skills and individual wishes and do our best to meet them
- Pay your expenses in line with our expenses policy
- Provide a safe and healthy workplace
- Work to our equal opportunities and confidentiality policies
- Ensure you are covered by our organisation's insurance.

### **Our expectations of you are that you will do your best to:**

- Help Wigginton and Hopwas Parish Council to fulfil its services
- Work reliably to the best of your ability, giving adequate notice if I cannot work as expected
- Follow and adhere to Wigginton and Hopwas Parish Council policies, rules and procedures including health and safety, equality and diversity and confidentiality.

This agreement is in honour only and is not intended to be a legally binding contract of employment.

Signed ..... (Volunteer)

Signed ..... (Parish Clerk)

Date .....