This Agreement is intended to indicate the importance and value of the role that a volunteer can bring to Vision RCL (VRCL). We hope that you will enjoy volunteering with us and will find it a productive and rewarding experience.

This Agreement tells you what you can expect from VRCL and what we expect from you. We are glad to welcome you to the team and very much appreciate your interest in volunteering for us.

VRCL, adhering to its Volunteer Involvement Policy, agrees to:

* introduce you to your role as shown in the attached Volunteer Role Description and to provide any training you need to fulfil your role
* ensure supervisory support and feedback
* respect your skills, dignity and experience
* consult with you and keep you informed of changes
* insure you against injury you might suffer, except where caused by your own negligence
* provide a safe place to volunteer
* apply the attached Volunteer Grievance Procedure if there is any problem between us
* provide, on request, references after 35 hours of volunteering.

In return for the commitments of VRCL outlined above, I **[the volunteer]**, agree to:

* perform my volunteer duties to the best of my ability and to give as much warning as possible whenever I cannot attend as scheduled
* follow the VRCL rules and procedures, including confidentiality of information
* follow our equal opportunities policies, customer care and Health & Safety procedures
* participate in regular reviews with my supervisor
* try to provide a minimum of one week’s notice if I wish to stop volunteering and
* wear a badge or other item which identifies me in my particular volunteer role
* ~~commit to a total of hours volunteering a week, on the following days:~~ (Not required for Ad Hoc FOAC volunteering)

I also acknowledge that I am not, and will not become by virtue of any length of time I spend as a volunteer of VRCL, an employee of and the existence of this Agreement does not indicate or create any employment relationship between VRCL and myself.

In addition, both parties understand that:

* the volunteer work is not a paid post and, other than in exceptional circumstances where the amount has been previously agreed in writing between the volunteer and their supervisor, expenses will not be paid
* any offer of volunteer involvement in VRCL does not imply a commitment to provide paid work; and
* this agreement to provide voluntary service may be cancelled at any time at the discretion of either of the parties.

Agreed to by:

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Volunteer name and signature and date Vision name and signature and date