

BYC's Volunteer Charter

Volunteers are an essential and invaluable part of Ballyholme Yacht Club. We want people volunteering with us to do so within a positive and supportive environment.



Key Principles

- BYC volunteers are seen as an essential and invaluable part of BYC, complementing and supporting the work of employed staff.
- BYC volunteers are people who, of their own free will contribute their time, energy and skills to benefit our sport.
- BYC volunteering is unpaid and there is no payment or expectation of payment. This is readily distinguishable from reimbursement of expenses, which ensures that volunteers are not out of pocket as a consequence of their volunteering.
- BYC volunteers are a key group of individuals within the organisation and should be represented at all levels of decision making.

In adopting this charter BYC's purpose is to encourage best practice in volunteer management. This charter seeks to provide overall guidance and direction to its officers, employees and volunteers and to demonstrate that BYC recognises its obligations to its volunteers.

BYC does not seek to establish any form of contract with individuals, as volunteering is binding in honour only, the relationship is not intended to be legally binding.

We (at BYC) commit to the following:

- To assist volunteers in carrying out their roles by providing induction, training, information and support necessary to the role being undertaken.
- To provide each volunteer with a contact member of staff, so that they can give BYC feedback regarding their experience of volunteering and receive information, feedback and support from the organisation.
- To recognise volunteers' contribution.
- To have an understanding of the need for flexibility within the role.
- To provide adequate insurance cover for volunteers, whilst undertaking duties approved and authorised by BYC.
- To implement policies and procedures to ensure compliance with equal opportunities, health and safety and other legal requirements and to support best practice in volunteering.
- To endeavour to resolve any problems, grievances and difficulties, which may be encountered while volunteering and provide an opportunity to discuss the issues in an appropriate manner.

Volunteers are requested to:

- Observe the policies, procedures and rules of BYC as they apply to the activity for which they volunteer.
- Volunteer at the times agreed or inform the activity organiser in good time, if this is not possible.
- Show diligence and a duty of care to other BYC volunteers, employees and members. They should familiarise themselves with the policies and procedures, especially those relating to Health and Safety and Child Protection.

- Show respect for fellow BYC volunteers, employees, and members.
- Respect all confidential information relating to BYC and its members.
- Return immediately upon request any document materials or other property, which are held on behalf of BYC and its members.
- Avoid any word or deed that will bring BYC and its members into disrepute.

Ballyholme Yacht Club is committed to the principle of equality of opportunity and aims to ensure that all present and potential participants, members, instructors, coaches, competitors, officials, volunteers and employees are treated fairly and on an equal basis, irrespective of their gender, age, disability, ethnic origin, colour, religion or belief, social status or sexual orientation.

Further Information

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