

Volunteer Agreement

Great Keppel Island Project

Thank you for agreeing to be a volunteer with Capricornia Catchments. Volunteers have an important part to play within Community Environmental Groups and this Volunteer Agreement has been developed to ensure that volunteers fully understand their rights and responsibilities.

This agreement is made between Capricornia Catchments and insert name of volunteer

VOLUNTEER AGREEMENT

please tick to acknowledge you have read each of the statements:

- I understand that the times when I volunteer for Capricornia Catchments will be agreed between myself and Capricornia Catchments.
- I understand that as a volunteer I will not receive a wage or salary.
- I understand that, as a volunteer, I am a representative of Capricornia Catchments and agree to uphold its principles and standards.
- If I am injured through an accident in the course of my duties as a volunteer, I will immediately report the matter to Onsite Supervisor and fill in an Incident Report.
- I understand Capricornia Catchments has Voluntary Workers Personal Accident Insurance for volunteers and that volunteers are not provided with any cover under Workers Compensation, which is established for the purpose of paid staff only.
- I understand that no expenses will be reimbursed unless approved by Capricornia Catchments.
- I understand that I will need to organise and pay for my own transport to and from the wharf in Yeppoon.

VOLUNTEER RESPONSIBILITIES:

- I. DUTIES**
Volunteers play an important role in the community. For this reason, as a volunteer, you will be provided with the training and ongoing support needed to successfully undertake your voluntary placement.
- II. CODE OF CONDUCT:**
Capricornia Catchments has established a Code of Conduct that outlines the standard of behaviour expected of our team. While volunteering with Capricornia Catchments you are required to be aware of this Code and to observe its principles.

III. WORK HEALTH AND SAFETY

Volunteers have a responsibility to take reasonable care for the health and safety of others; and to co-operate with any health, safety or welfare requirements. This includes abiding by all WHS policies and procedures of Capricornia Catchments.

As a Capricornia Catchments volunteer, you commit to not do anything to compromise safety or the safety of others and you understand that there may be risks associated with providing particular voluntary services. It is a duty of volunteers to notify their Supervisor or Manager of a situation that is, or may be, a health or safety concern for themselves or others.

Landcare in a Box: an initiative of the National Landcare Network



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DISCLAIMER: The information contained in this publication is based on knowledge and understanding at the time of March 2016. However, because of advances in knowledge, users are reminded of the need to ensure that information upon which they rely is up to date and to check currency of the information with the appropriate officer of QWaLC or the user's independent adviser.