



North Perth Community of Character Volunteer Conduct Policy

Policy Purpose

This policy is designed to reflect the essential principles intended to govern the conduct of volunteers for the North Perth Community of Character.

Volunteers are expected to comply with the following Code of Conduct that encourages the development of a spirit of shared objectives and shared ownership of and respect for organizational goals, resources and activities.

Volunteers can expect that the Community of Character will:

- Provide them with the information and training required to support their role;
- Seek to provide roles and tasks that complement the volunteer's interests and skills where possible;
- Provide guidance and direction;
- Ensure volunteers are treated with dignity and have their personal information kept confidential;
- Provide work in a safe environment and ensure volunteers have the right to refuse any task that is unsafe;
- Provide opportunity for volunteers to offer constructive feedback and to have that feedback heard.

Volunteer have the responsibility to conduct themselves in a manner that:

- Supports the objectives of the organization;
- Serves the overall best interest of the organization;
- Accepts the guidance, information and direction of the individual providing supervision;
- Brings credibility and goodwill to the organization;
- Respects principles of fair play and due process;
- Respects the organization's commitment to diversity and workplace health and safety;
- Demonstrates due diligence and dedication in preparation for and attendance at meetings, special events and in all activities on behalf of the organization;
- Avoids and/or reports real and perceived conflicts of interest;
- Conforms with bylaws and policies approved by the Character Council;
- Demonstrates appropriate and authorized use of the organization's resources including staff and technology;
- Refuses gifts/gratuities from Community of Character suppliers or service recipients;
- Publicly demonstrates acceptance, respect and support for decisions legitimately taken in transaction of the organization's business.

Date of Adoption: _____ May 19, 2020 _____

Date of Last Review: ____ May 19, 2020 _____

Signature of Character Council Chair: _____ Sue Shepski _____