

# Volunteer Policy

Approval date: May 2013  
Review date: May 2024  
Amendment date: May 2024

## **PURPOSE**

Volunteers are an asset to PWRDF and should be recruited, screened, supervised, protected, trained, encouraged, respected and thanked.

## **APPLICATION**

This policy applies to volunteers within PWRDF governance structures and in the national program.

## **POLICY**

PWRDF will:

- adhere to the most recent version of the Canadian Code for Volunteer Involvement
- recruit volunteers following PWRDF's Equity and Anti-Discrimination Policy
- require written parental/guardian permission for volunteers under 18
- provide a role description, with the supervisor named by position
- interview every candidate for a volunteer position other than diocesan appointments
- screen candidates as appropriate
- provide appropriate orientation and training for each volunteer position, including informing them of PWRDF's policies
- recognize, affirm, and thank volunteers
- reimburse volunteers for travel and other out-of-pocket expenses, with prior approval

Volunteers will:

- adhere to the policies of PWRDF
- fulfil their role to the best of their ability
- maintain communication with PWRDF

## **DEFINITIONS**

**Volunteer:** PWRDF Volunteers include those who give their time and talent to advance the mission of PWRDF, without expectation of financial compensation.

## **AMENDMENT**

This policy may be amended by the Board of PWRDF.