



Volunteer Policy

Cherwell Canoe Club is entirely run by volunteers and we are very grateful for the commitment that many of our volunteers make. We encourage all members, parents and guardians to volunteer for formal roles but also to provide informal help in running the Club and it's events.

Volunteers will be recruited as follows:-

- For trustee and committee member positions the Club's Constitution and Management Code will be followed.
- For other formal positions the club will email members with details asking for volunteers to come forward.

The Club will provide in-house training in the role, a written role description and ongoing support. Where formal qualifications are required the club will endeavour to assist with finding appropriate courses and funding for them but will require an appropriate commitment from the volunteer. Volunteers are also encouraged to seek external grant funding for their training.

The Club supports and encourages the long term development of it's volunteers.

The Club will reimburse reasonable expenses incurred in carrying out the volunteer role. General costs such as travel, phone etc. will not normally be reimbursed unless agreed by the Committee in advance.

The Club will make reasonable adjustments to provide opportunities for all to volunteer.

The Club has a Volunteer Coordinator who is the main contact for volunteers and will aid with their training and support.

All volunteers must adhere to the Club's policies and procedures which cover how we operate, health and safety, safeguarding, data protection, codes of conduct etc. They are all available on the Club website.

Through it's affiliation to British Canoeing the Club has public liability and employer's liability insurance which covers volunteering activity.

All complaints by a volunteer or about a volunteer will be investigated and processed in accordance with the Club's Complaints, Discipline and Appeals policy.

Volunteers are requested to give as much notice as possible when leaving a role to give time for a replacement to be found.