



Volunteer Rights & Responsibilities

It is Your Right:

- To receive the orientation, training and supervision necessary to do the job.
- To feel that your efforts have real purpose and contribute to the organization's mission.
- To receive feedback and evaluation on the work that you perform.
- To be treated with respect and as an equal partner within the organization.
- To be trusted with confidential information necessary to carry out your assignment.
- To be kept informed on relevant matters within the organization you work with.
- To expect that your time will not be wasted by poor planning or coordination by the organization.
- To be covered under the organization's liability policy for volunteers in the event of an accident.

It is Your Responsibility:

- Not to take on more responsibility than you can handle.
- To meet time commitments or to provide appropriate notice so alternative arrangements can be made.
- To perform the tasks assigned to you to the best of your ability.
- To provide input on ways your tasks might be better performed.
- To follow organizational policies and procedures.
- To respect those confidences entrusted to you.
- To be open-minded and respectful towards opinions shared with you.
- To notify the organization in advance of absences or schedule changes that may affect them.