



VOLUNTEER POLICY

The relationship between Seacliff Tennis Club and its volunteer workers is entirely voluntary and does not imply any contract. However, it is important that Seacliff Tennis Club is able to maintain its agreed standards of service to members and it is equally important that volunteers should enjoy making their contribution.

- The Club values the roles of volunteers as essential to the organisation and they are respected for their skills and talents.
- Role descriptions will clearly specify the work of volunteers to ensure that roles match volunteers' skills, interests and capabilities.
- Club members who volunteer for specific roles should be acknowledged for their contributions. Volunteers are the lifeblood of most clubs and in most cases, a facility wouldn't be able to function without the support received from volunteers.
- Seacliff Tennis Club will provide induction to volunteers and ongoing support as required. Volunteers should be aware of the Club's policies and principles and apply them in their role.
- The duty of care for the volunteers remains with the Management Committee.
- Seacliff Tennis Club will provide a safe and healthy workplace as far as is practical.
- All volunteers must adhere to Club policies and its Code of Conduct.
- Potential volunteers will meet with a member of the Management Committee to assess their suitability for the role. A full job specification is available for each volunteer role, complete with responsibilities and time commitment. Refer to Seacliff Tennis Club website for a list of key [role descriptions](#). A DHS (formerly DCSI) Check will be provided to the Management Committee, if the role includes working with children.
- The Volunteer Policy applies to all volunteers at the Club, long and short term, as well as the Club Management Committee.

Effectuated: October 1st 2018