

Volunteer Arrangement

Volunteers are an important part of FC United. We hope that you enjoy volunteering with us and feel a valuable member of our team.

This arrangement tells you what you can expect from us, and what we hope you will give to FC United of Manchester. We aim to be flexible, so please let us know if you would like us to consider any changes.

PLEASE NOTE THIS ARRANGEMENT IS IN HONOUR ONLY AND IS NOT INTENDED TO BE A LEGALLY BINDING CONTRACT OF EMPLOYMENT.

We, FC United of Manchester, will do our best to:

- introduce you to how the organisation works and your role in it.
- provide any training you need.
- arrange meetings with the your team leader so that you can tell us if you are happy with all aspects of your volunteering and get feedback from us.
- respect your skills and individual wishes and to do our best to meet them.
- pay your out of pocket expenses according to the Volunteer Expenses Policy
- consult with you and keep you informed of possible changes.
- insure you against injury you may suffer or cause due to negligence.
- provide a safe workplace.
- apply our Equal Opportunities Policy.
- apply our Complaints Procedure if there is any problem.
- give you current information regarding volunteering at FC United through regular meetings.

Volunteers will not take the place of paid employees or professionals at FC United.

The volunteer will do their best:

- to volunteer reliably to the best of their ability, and to give as much warning as possible whenever they cannot volunteer when expected or if unable to continue volunteering.
- to follow the policies and guidelines, including health and safety, equal opportunities and confidentiality. All policies are in the Volunteer Handbook
- to inform the relevant team leader, if they have any difficulty with their volunteering.

Definitions

A volunteer at FC United is someone who has registered with our organisation and gives their time freely.

Procedure

If you feel that this policy is being breached you should report your concerns in line with FC United of Manchester grievance procedure.

Appropriate action may be taken against anyone found to be in breach of this policy.