Volunteer Agreement

Australia version

Thank you for volunteering with _____. This agreement describes what you can expect from us and what we hope for from you.

1. Your role

You will volunteer as _____, supported by _____. You can choose when you are available, and you are free to stop volunteering at any time.

2. What we will do

We will give you an induction and any training you need, reimburse agreed out-of-pocket expenses, keep you safe with suitable insurance and procedures, and treat you with respect.

3. What we ask of you

We ask you to follow our policies, including safeguarding, health and safety and confidentiality, to tell us if you can’t make a session, and to raise any concerns with your contact.

4. Not employment

This agreement is binding in honour only. It is not a contract of employment and does not create any legal relationship between us. You will not be paid for your time, apart from reimbursement of genuine expenses.

5. Your information

We will keep your personal information securely and use it only to manage your volunteering, in line with the Privacy Act 1988 (Cth), including the Australian Privacy Principles.

6. Electronic signature

Signing this document electronically has the same effect as a handwritten signature under the Electronic Transactions Act 1999 (Cth) and the corresponding legislation of _____.

7. Signatures

Signed on the date shown below.

Volunteer

Full name

Email

Date

Organisation

Full name

Company

Designation

Date