

# MVPSOS

## MVPSOS VOLUNTEER GUIDELINES

### **Volunteering**

Our volunteer guideline has been created to show our volunteers and potential volunteers that we have spent time and care in planning how volunteers will be welcomed at MVPSOS. It also outlines that all volunteers will be treated in a fair and consistent way. It should also help our volunteers understand what support is available to them and what they can expect from us.

### **Our vision and mission for volunteering**

Volunteering is a great way to share your enthusiasm, skills and ideas while having fun and meeting likeminded people in the New Milford area. By volunteering for MVPSOS, you will be making a positive contribution. MVPSOS relies on volunteers for the delivery of services. In return for the dedication and commitment we gain from volunteers, we aim to make volunteering with us a rewarding and worthwhile experience.

### **Our Volunteer Guidelines are underpinned by the following principles:**

- MVPSOS will ensure that volunteers are properly integrated into the organizational structure and that mechanisms are in place for them to contribute to our work.
- MVPSOS does not aim to introduce volunteers to replace current staff.
- All Board Members involved with MVPSOS will work positively with volunteers and, where appropriate, will actively seek to involve them in their work.
- MVPSOS recognizes that volunteers require a satisfying role and personal development and will seek to help volunteers meet these needs, as well as providing the training for them to do fulfil their role effectively.

## **PRACTICAL GUIDELINES**

### **Flexibility**

We understand that our volunteers have other responsibilities and commitments and will require flexibility in their volunteering to enable you to do your employed work, care for others, have a break from volunteering, go on holiday and pursue other activities. As far is practical, we can work with you to build this flexibility into our volunteering activities. Please just keep us informed and we will do our best to support you.

### **Ending**

As much as we might want our volunteers to make a long-term commitment, we understand that sometimes you will move on, and we will fully support this. We will always say thank you, we have been known to hold a little goodbye party and will on request provide a reference where appropriate.

### **Recognition and reward**

We could not do the work we do without our volunteers. To acknowledge this our staff will always say thank you and show appreciation for a job well done. There will always be a listening ear or shoulder to lean on.

### **Resolving a concern**

We hope that you will have a very enjoyable experience volunteering with us. However, if your role as a volunteer does not meet with your expectations or with the commitments, we have made to you, we want you to feel comfortable about letting us know. Talk to a board member first who will hopefully be able to sort it out with you before it becomes a problem.