



Meals on Wheels Volunteer Agreement

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- ▣ Agree I have been shown and I am aware of my rights and responsibilities as a volunteer with MOW and I agree to abide by them.
 - ▣ Agree to maintain the privacy and confidentiality of MOW, including, but not limited to, information related to its business, clients, staff and volunteers.
 - ▣ Agree to abide by the philosophy of MOW and to represent the organisation in a positive way.
 - ▣ Will not take illegal drugs or consume alcohol, or be under the influence of same, whilst engaged in volunteer activities.
 - ▣ Agree to work in a manner that is safe to myself, other volunteers, paid staff and members of the public as a duty of care.
 - ▣ Give permission for MOW to maintain on file, my personal information, relevant to my voluntary duties, which may be accessed by relevant staff members of the organisation in the case of an emergency. I understand this information will not be given to any other person or agency unless I give my specific permission.
 - ▣ Understand photographs may be taken by and of people participating in activities with MOW. I understand it is my responsibility to remove myself if I do not wish to appear in photographs.
 - ▣ Agree to support a non-discriminatory and harassment-free work environment.
 - ▣ Agree to treat clients, staff and volunteers with respect, courtesy and consideration.
 - ▣ Verify I have received Volunteer Handbook and understand its contents.
 - ▣ Verify that I have completed the Volunteer Induction and signed checklist.
 - ▣ Agree to work as part of a team.
 - ▣ Agree to sign the Attendance Register at each volunteering session.
 - ▣ Agree to inform the Branch coordinator if I am unable to attend a rostered session.
 - ▣ Agree to inform the Branch coordinator if I am unable to continue as a volunteer.

Name and Signature of Volunteer

Date

Name and Signature of Witness

Date