



THE CATHOLIC DIOCESE OF SANDHURST

Responsibilities of a Volunteer

Volunteers are to be provided with:

- access to, or a copy of, the Catholic Diocese of Sandhurst (Diocese) child-safe policy and code of conduct information
- induction and, where relevant, training
- copy of Responsibilities of a Volunteer form (this form)
- information about communication lines within the Diocese
- appropriate occupational health and safety protection

Volunteers have a responsibility to:

- make an informed decision to work as a volunteer within the Diocese
- undertake work induction and training as required
- comply with the Diocese child-safe policy and code of conduct
- work on tasks suitable to their skills and experience
- behave in an ethical manner
- keep Diocese matters confidential, including those relating to children
- inform the appropriate person when unable to undertake or complete a task
- be aware of the limits of their role within the Diocese
- be aware of their duty of care to children
- comply with occupational health and safety policies and practices
- act as a member of the team
- maintain a Working With Children Check (where required)

Name of Volunteer: _____

I confirm that I have read and understand the responsibilities of a volunteer of the Diocese.

I acknowledge and accept that I have been engaged as a volunteer by the Catholic Diocese of Sandhurst, to undertake the role of Member of the Sandhurst Mission and Pastoral Council. The Volunteer Position Description for Membership of the Sandhurst Mission and Pastoral Council describes the key undertakings, knowledge, skills and experience required of Members.

I understand and accept that the Diocese can cease the volunteering arrangement at any time.

Signature: _____ Date: _____