



## ***Volunteer Policy***

### **About us**

The coaches, teachers and the committee at Strule Dolphins are dedicated to providing the safest and best possible environment for all of our swimmers whilst keeping a positive view of what is best for the overall team. We will endeavour to promote a healthy and physically active lifestyle which is safe and affordable. We will encourage and foster social awareness and inclusion and promote tolerance and good sportsmanship.

Our program is designed to empower all our swimmers to become champions both in and out of the water irrespective of age, gender, religious or cultural background, the duration of our swimmers career or whether or not they have disabilities, each swimmer is an important and valued part of the team and will be treated with respect.

We count on all members of the club to contribute to the betterment of the envisaged program as stipulated in the constitution and registration and expect each swimmer to continue to uphold the strong traditions of mutuality and excellence of former years as well as what is now intended in this program.

This structured training program affords each swimmer an opportunity to experience personal success and improvement.

The basic strategy is to produce long term participation in the sport, club and community rather than short term age group stardom.

The structured route each swimmer will travel should lead them to fulfilment as a young adult and give them social skills that they can rely on throughout their own unique life journey.

All swimmers have a different plan and their training will differ from others accordingly.

### **Purpose of our volunteer policy**

Our volunteer policy 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 Strule Dolphins. 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 whilst having fun and meeting like-minded people. By volunteering for Strule Dolphins, you will be making a positive contribution to community development in our area through peer mentoring at sessions and participation in the social events and aspects of the group. Where possible we will do everything we can to advance your skill set and help you to gain recognised qualifications within our club's context. Volunteers are vital to our work because without you we would not be able to function.

## **Attracting volunteers and volunteer agreement**

We have a range of opportunities for volunteers to get involved in. prospective volunteers can check our Facebook page or our website where you can read through our mission statement. If you wish to volunteer with the Strule Dolphins, all you need do is to contact any member of the club who can put you in touch with a Committee member or contact the club directly by email.

## **Access Ni Checks**

Some volunteer roles will require an Access Ni check to inform Strule Dolphins of any criminal convictions that a person wishing to volunteer may have. For example, any volunteer position which involves regulated activity with children or vulnerable adults will be subject to an Access Ni check.

## **Induction and training**

It does not matter how much you already know, as there will be opportunities to learn, and we have roles to suit every level of expertise.

Depending on your experience and knowledge of the club we will support you as needed, this may include some information about Strule Dolphins, our vision, mission and our future plans; the role of the volunteer; a tour around our facilities and to see some of our initiatives; copy of all the relevant policies including this volunteer policy and also our Health and Safety.

There will be a trial period of 12 weeks to give Strule Dolphins and you time to discover if we are suited to each other. A review may be made midway through the trial period and also at the end. This is not an assessment, it is just so that we can be sure that you benefit the most from the volunteering experience and maximise the time you are giving freely.

**Support** A mentor can be made available to support you if desired. They will remain your key contact throughout your volunteering with us. This will include regular meetings with you to discuss how you are getting on, discuss any training needs and deal with issues arising. This will also ensure that Strule Dolphins are doing all we can to make your volunteering experience an enjoyable and meaningful one.

## **Recognition and reward**

We could not do the work we do without our volunteers. To acknowledge this we 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.

We will hold social events each year to celebrate our achievements; this might be a certificate or gift presentation for volunteers or a celebration at Christmas. During these events you will get an opportunity to meet other volunteers and supporters of our work and share in our plans for the future.

We will take opportunities in our website and Facebook page, annual general meetings, and local and national press to praise the achievements of our volunteers.

### **Expenses**

We value our volunteers and want to ensure that there are no barriers to volunteer involvement. All reasonable out of pocket expenses, if required, will be reimbursed. It is important to check first before incurring costs.

### **Insurance, health and safety, accidents and risk assessment**

Strule Dolphins has a valid insurance policy so that volunteers are covered by public liability insurance, which you are advised to read. It covers the volunteering activities you will be doing. We will keep reminding you of our Health and Safety Policy and give simple instructions on how to perform each task safely. We have clear procedures for accidents and emergencies and will always have a first aider on site.

### **Resolving problems**

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. First of all, talk to the person who leads the team where you volunteer and he or she should be able to sort it out with you before it becomes a problem.

If you do not feel this will resolve things you can speak to your mentor and refer to the constitution for complaints procedure.

### **Confidentiality**

We expect all volunteers to adhere to confidentiality guidelines which will be explained to you before you begin volunteering with us and this also includes use of social media and contact with any press.

### **Equality, Diversity and Inclusion**

Strule Dolphins is committed to embracing diversity and promoting equality and inclusion. When representing Strule Dolphins as a volunteer we expect you to support our commitment to tolerance, empathy and promoting equality.

### **Volunteering whilst on benefit**

You can still volunteer with us if you are receiving benefits provided that we follow the legal guidelines.

This is the Volunteer Policy of Strule Dolphins

It will be reviewed every 12 months

Date of next review January 2024

Signed Donna Webster Cecilia McGuigan

Position Chairpersons