

# VOLUNTEER POLICY

## City Policy

### Responsible Directorate: Planning and Community Development

**Objective:** To support the City's role in managing and recognising the significant and invaluable efforts of volunteers within the community.

#### 1. Definitions:

**“Volunteer”** means a person who freely and willingly gives time for the common good without financial gain.

**“Volunteer group”**, also known as a Voluntary Association, means a group entirely made of volunteers.

#### 2. Statement:

Volunteers provide an invaluable contribution to the City of Joondalup community. The City remains committed to effectively managing and recognising the needs of volunteers by applying best practice standards in an innovative and flexible manner.

#### 3. Details:

The City of Joondalup recognises that volunteers and volunteer groups enhance and extend the City's services through valuable contributions of time and skills for the community's benefit. The efforts of these individuals and groups increase social cohesion and community participation.

##### 3.1. Management of Volunteers:

The National Standards for Volunteer Involvement endorsed by Volunteering Australia will guide the City and provide a framework to consider the roles and responsibilities of volunteers.

The City will also utilise the foundations of best practice set out by Volunteering Australia to increase the impact of volunteer involvement, achieve strategic goals and ensure consistency of work practices.

### 3.2. Recognition of Volunteers:

In order to recognise the significant efforts of volunteers within the community, the City will:

- Conduct volunteer functions where possible, in alignment with best practice recognition events, as well as other local opportunities.

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<b>Creation Date:</b>	February 2007
<b>Amendments:</b>	INT10/29137, CJ007-02/07, CJ207-10/07, CJ052-04/17
<b>Related Documentation:</b>	<ul style="list-style-type: none"><li>• <i>Community Development Plan</i></li><li>• <i>National Standards for Volunteer Involvement</i></li><li>• <i>Liability Act 2002 (WA)</i></li><li>• <i>Occupational Health and Safety Act 1984 (WA)</i></li><li>• <i>Code of Conduct</i></li><li>• <i>Volunteers (Protection from Liability) Act 2002</i></li><li>• <i>Equal Opportunity Act 1984 (WA)</i></li></ul>