



VOLUNTEER AGREEMENT FORM

Name of Parish / Organisation

Name of volunteer _____

Welcome to your role as _____

Thank you for volunteering - you are a valued member of our team and on behalf of the members of this church, we undertake to treat you with respect and courtesy at all times and support you and your work, by prayer, by our interest, and by providing resources and training.

The person who will give you primary support is _____
He/she is there to discuss any matters of concern you may have.

Your role will be undertaken at _____

at the following times _____

The responsibilities of your role are _____

If you are unable to carry out your role – for example due to illness – please telephone:

_____ on _____ as soon as possible.

Once a year we will meet with you to talk about your work, and, if you wish to continue, we will discuss your development and training as appropriate.

We take the safety of everyone in the Church very seriously and everyone must work within our safeguarding policies for children and adults and regularly undertake safeguarding training where they work directly with children and/or adults who are vulnerable. In particular anyone who becomes aware of a safeguarding risk or of actual abuse must immediately contact

This letter is binding in honour only; it is not intended to create a legally binding contract between us and it may be cancelled at any time at the discretion of either party. Neither of us intend any employment relationship to be created either now or at any time in the future.

We hope you will enjoy your work.

Signed _____
(On behalf of the Parish Church Council)

Date _____

continued overleaf

One copy of this form should be retained by the volunteer, one by the person to whom the volunteer is responsible and one by the PCC Secretary or person who administers the volunteer contact list. If the job description changes, a new form must be completed.

To be completed by the volunteer.

I understand the nature of the work I am to do in my role as _____

I have read the church's guidelines for safeguarding children and adults and understand that it is my duty to report any allegations or concerns I may have about children and adults. I know what action to take if abuse is suspected or disclosed.

Signed _____ Date _____