

Volunteer Code of Conduct

Volunteers have an incredible impact on our Town programs and events and are a critical part of our Municipal Team. The Town of Whitchurch-Stouffville is committed to providing volunteers with new and meaningful opportunities, to be involved and have a positive influence on our community.

Volunteers have the right to:

- Feel safe and be part of an inclusive environment
- Expect an assignment that will promote learning and growth.
- Receive support and feedback from a designated supervisor.
- An orientation to the department and the facility.
- Training as required to knowledgeably and safely perform volunteer duties.
- Be released from a volunteer placement if the position is not appropriate or meeting personal needs.
- Vacation leave, statutory holidays, personal emergency leave.
- Appropriate recognition for volunteer contribution.
- Complete a Volunteer Program Evaluation at the end of the volunteer assignment.

Volunteers are expected to:

- To provide and contribute to a safe and inclusive environment.
- Have all necessary certification and training before starting their duties.
- Perform the duties outlined in the job description in a positive and professional manner.
- Uphold and implement Department policies.
- Keep an accurate record of volunteer hours and submit them to their supervisor as requested.
- Follow the dress code for their assignment.
- Report all absences to supervisor 24 hours prior to the start of the program so alternate arrangements can be made.

I hereby acknowledge having read and agree to comply with the code as presented above.



111 Sandiford Drive, Stouffville, ON L4A 0Z8

Customer Service Centre: 905-640-1900
Toll Free: 1-855-642-TOWN (8696)
Automated: 905-640-1910
Toll Free: 1-855-642-TOWS (8697)
Fax: 905-640-7957
www.townofws.ca

Volunteer Waiver Form

This form must be completed by all volunteers as part of the volunteer application process (parent/guardian must also sign for all volunteers under the age of 18).

I, _____ (or the child of whom I am a parent/guardian), have completed the volunteer orientation and acknowledge that I understand my responsibilities and the expectations of me in relation to my volunteer activities with the Town of Whitchurch-Stouffville's volunteer program.

In consideration of my participation (or that of my child/dependent) in the Town of Whitchurch-Stouffville's volunteer program, I hereby release The Corporation of the Town of Whitchurch-Stouffville and its representatives from all claims for damages arising from any accidents or injury which are caused by or arise from my volunteer participation or loss of property, howsoever caused.

Name: _____
(please print)

Signature: _____ Date: _____
(d/m/y)

I hereby give my permission for my child/dependent to participate in the volunteer program.

Name of parent/guardian: _____
(please print)

Signature: _____ Date: _____
(d/m/y)