**MAGNET NETBALL CLUB**

***Known as ‘MAGNETS’***

**Volunteer Policy**

**Aims and Principles**

Magnet Netball Club consists of both a Senior and a Junior Section.

The Club is supported throughout by volunteers who are involved at all levels from coaching, umpiring, administration and being responsible for the welfare and safety of all members of the club whether training or competing.

Without Volunteers, Magnet Netball Club would not exist.

**Recruitment and Selection**

The process of recruiting and selecting the appropriate Volunteers is of very high importance. Volunteer roles are generally aimed at key specific positions (Coaching, Umpiring, Safeguarding, Treasurer etc.) but are always looked at in relation to the wider responsibility of the individual towards the members, the club and the community.

The responsibility for the appointment and monitoring of a volunteer is seen as a joint function of Magnet Netball Club Committee with itself and other club members.

**Security and Screening**

Magnet Netball Club has a safe recruitment procedure. All those who hold positions which require them to have direct involvement with Young People will have to undergo the following process & checks:

* Enhanced DBS disclosure
* Verification of reference from other places the person may have volunteered (if new to the Club)
* Agreement to abide by Magnet Netball Clubs Code of Conduct – Coaches, Officials and Volunteers policy which clearly outlines the expectations of each volunteer.

**Induction and Training**

Magnet Netball Club has a responsibility to their members (Young and Older) in terms of Safeguarding. This means the effective recruitment of vetted volunteers who are appropriately trained or willing to be trained.

Training courses are available (Coaching, Umpiring, Safeguarding, Equity, Young Netball Organiser) are available and fees vary and may be subsidised.

**Support and Supervision**

All volunteers must agree to abide by Magnet Netball Club's Code of Conduct – Coaches, Officials and Volunteers

Whilst the main point of contact for all Volunteers is the Club Volunteer Coordinator (Jayne Haines) all members of the Club Committee are available to assist in supporting / supervising each other.

**Expenses**

There are very few occasions when expenses are needed to be claimed; generally any such claims are related to 'out of pocket' items such as computer stationery, travelling to mandatory netball meetings. In all cases a receipt has to be provided and the claim approved by the committee before any funds are reimbursed.

**Health and Safety**

Magnet Netball Club has a duty of care to avoid exposing any volunteers to risk their Health and Safety. Volunteers are made aware of any Health and Safety issues as a part of the Induction process.

**Insurance**

Volunteers should be insured through England Netball and should be a member of Magnet Netball Club.

**Equal Opportunities and Diversity**

Magnet Netball Club welcomes all ages from different backgrounds and cultures from all around the local community and other areas.

Many Clubs are now becoming aware of the benefits of having a diverse volunteer workforce. A diverse group of volunteers makes the club more welcoming, and reflects the local community; involving people from different backgrounds/cultures and ages. Our Club is firmly committed to equity in all areas. We believe we have much to learn and profit from other Cultures and perspectives and that by valuing diversity we will make our club more effective in meeting the needs of our Club members. We are committed to developing a club in which differed ideas, abilities, backgrounds and needs are fostered and valued in a positive way.

**Resolving Problems**

Magnet Netball Club is small and we take problems, issues and complaints very seriously. So as to avoid any unnecessary disruption / stress to members and to protect and respect our volunteers, such issues are dealt with and handled by the Club Committee in an open, fair and quick manner.

**Policy Review**

Volunteers within Magnet Netball Club are vital and as such the Volunteer Policy is reviewed by the Club Committee along with input / feedback from our volunteers on an annual basis.

This policy was introduced in 2016, first reviewed in January 2018 and again in May 2021.

Signed by two committee members

**SIGNED: DATE:**

**Name:**

**Club Chair**

**SIGNED: DATE:**

**Name:**

**Club Secretary**