

Volunteers Code of Conduct

The purpose of this Code of Conduct statement is for all volunteers working for Chard Community Hub to work with vulnerable adults, children, and families as part of its activities.

This Policy statement applies to anyone volunteering or working on behalf of Chard Community Hub.

Chard Community Hub focuses on delivering three key things to the community. Kindness, collaboration and positivity.

Kindness

To always show kindness to beneficiaries, partners and volunteers whilst representing Chard Community Hub.

Collaboration

Working positively with other community members, groups and organisations for the advancement of community development.

Positivity

Promoting Chard Community Hub in a positive light, when out in the community.

Selflessness

All volunteers representing Chard Community Hub have a general duty to act in the best interests of Chard Community Hub as a whole. They should not do so to gain financial or other material benefits for themselves, their friends or the organisation they represent, if applicable.

Integrity

All volunteers representing Chard Community Hub:

- should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their role
- should, as well as avoiding actual impropriety, avoid any appearance of improper behaviour
- should avoid accepting gifts and hospitality that might reasonably be thought to influence their judgement
- Keeping in mind our core values, of Kindness, Collaboration and Positivity, please keep these values in mind when you are representing Chard Community Hub, this includes on social media. If you see something that worries you report to the CCH directors or manager.

Objectivity

All volunteers representing Chard Community Hub:

- should ensure when carrying out their role, including making staff and Director appointments or transacting other business, all volunteers representing Chard Community Hub should ensure that decisions are made solely on merit.

Accountability

All volunteers representing Chard Community Hub:

- have a duty to comply with the law on all occasions in accordance with the trust placed in them and in such a way as to preserve public confidence in Chard Community Hub
- are accountable for their decisions and actions to the public, funders and service users and must submit themselves to scrutiny as appropriate to their role
- are expected to adhere to Chard Community Hub's policies, procedures and good practice guides.

Openness

All volunteers representing Chard Community Hub:

- should ensure that confidential material, including that about individuals, is handled with due care
- should be as open as possible about their decisions and the action they take and give reasons for their decisions and restrict access to information only when the wider interest clearly demands

Honesty

All volunteers representing Chard Community Hub:

- have a duty to declare any interests relating to their group role and to take steps to resolve any conflicts that may arise
- must resolve any conflict between their private interests and their Hub duties in favour of the group role and responsibilities.
- must make relevant declarations of interest in their different roles both within and outside Chard Community Hub

Leadership

All volunteers representing Chard Community Hub:

- should promote and support the principles of leadership by example
- must respect the role of staff and volunteers

Self Preservation

All volunteers representing Chard Community Hub:

- must feel supported and considered whilst volunteering
- must not engage in any behaviour that would create a cause for concern
- must ensure they do not challenge anything independently, but instead seek support from the Directors
- ensure their safety at all times and consider this a priority

Further information about governance codes of conduct and additional model codes of conduct can be found at: <http://www.governancepages.org.uk/sample-documents/codes-of-conductgovernance-codes/> - do we need this? I get an error message when I click the link

Contact details:

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This policy statement came into force on 20.10.2024

We are committed to reviewing our policy and good practice annually.

This policy statement and accompanying procedures were last reviewed on 20.10.2024

Print Name:

Signed on behalf of Chard Community Hub:

Date:

Review Date: