

Cambridge University Australian Rules Football Club Volunteering Agreement

The University of Cambridge Club (Cambridge University Australian Rules Football Club) (hereby referred to as the Club) main purpose is to promote to participation and competition in Australian Rules Football. The Club encourages and welcomes volunteers. This agreement sets out the relationship between a volunteer and the Club.

This agreement is binding in honour only. It is not intended by the parties to be a legally binding agreement nor is it intended to create an employment relationship between us. We are greatly appreciative of the time you plan to give freely to volunteering and this Agreement indicates our commitment to make your volunteering time with us a worthwhile and enjoyable experience. It also sets out expectations that the Club has for its volunteers.

Your role as a volunteer

The tasks that you will be asked to undertake as a volunteer are:

- Help foster an open and inclusive environment where new members feel welcome and able to develop as athletes.
- Help plan and deliver high quality coached sessions which enable the club to meet its goals.
- To abide by the clubs safety policy assisting the club to ensure all club equipment is used appropriately.
- Help to select teams alongside the captains
- Help to develop clear transparent selection criteria alongside the committee
- To plan and deliver pre-season training and aid squad selection (where required).
- Feedback information to the Sports Service as and when required.
- To attend all matches and team meetings and feedback key information to help the team develop
- Help in the recruitment of athletes to the club.
- Mentor second team coaches (where applicable)
- To undertake any other duties as required by the club management committee, where appropriate to the post

Referees

We require you to provide two referees. We may also require you to be checked by [he Disclosure and Barring Service.

What you can expect from us

The Club will provide you with:

- An introduction to the club and your volunteering role within it.
- Training related to your responsibilities as a volunteer. We hope that you will take advantage of this to improve and maintain your skills.
- A supervisor who will supervise your volunteering and with whom you can discuss your work.

- A review of your volunteering role after three months. This will normally be carried out by your supervisor.
- The Club does not pay expenses to volunteers. The club may reimburse out-of-pocket costs incurred through the purchase of materials or for travel. All purchases /trips must first be authorised by the supervisor and receipts obtained.

Any additional expenses or any additional travel costs outside those listed above should be agreed in advance with the club president

All expenses must be submitted, with receipts where possible, to junior treasurer within 3 months.

What we expect from you

We have agreed that you will be available at training sessions on Wednesdays and/or Sundays and on match days. If, for any reason, you will not be attending we would be grateful if you could let us know as soon as possible so that a substitute can be found or different arrangements can be made. If we have no work for you we will let you know as soon as possible.

Insurance

We expect you to have Personal liability insurance to cover you while you are fulfilling authorised volunteer work with The Club.

Confidentiality

In the course of your volunteering you will come across confidential information about the University, its staff, its students and third parties. You must respect this confidentiality and not disclose this information or use it for your own or another's benefit without the consent of the party concerned. This does not prevent disclosure once the information is in the public domain (unless it has been made public as a result of your breach of confidentiality) or where the law permits or requires disclosure.

GDPR

You will make yourself aware of the club's privacy notice ([found here](#)) and handle all data you come across in accordance with this policy.

Policies

You will abide by the Clubs health and safety and equal opportunities policies and Code of Conduct. These can be found on the club [website](#).

Ideas and problems

You may have ideas for the better performance of your duties or of ways in which we can meet our objectives as a Club. Please discuss these with the club president.

You may run into problems when performing your duties. You should discuss any complaint or problems with your club president.

Your club president will discuss with you any issues that they may have with your volunteer work.

If you would like to change the arrangements for your volunteering or move to a different kind of volunteering, that too should be raised with your [supervisor/volunteer coordinator/manager/named person].

Termination

Either you or the Club can terminate this agreement with or without notice at any time.