

VOLUNTEER AGREEMENT

Location: _____ Date: _____

Parties:

Organisation Name: _____

Registered Address: _____

Volunteer Full Name: _____

Volunteer Address: _____

Agreement Details:

Role/Position of Volunteer: _____

Location(s) of Volunteering: _____

Hours and Schedule: _____

Clause 1 – Purpose of Agreement

This Agreement sets out the terms and conditions under which the Volunteer agrees to provide voluntary services to the Organisation without payment.

Clause 2 – Volunteer Status

The Volunteer acknowledges and agrees that they are not an employee, agent, partner, or legal representative of the Organisation and shall not hold themselves out as such.

Clause 3 – Duties and Responsibilities

The Volunteer agrees to carry out the agreed duties to the best of their ability in a safe, responsible, and lawful manner, adhering to Organisation policies and any applicable legislation.

Clause 4 – Health and Safety

The Organisation will take reasonable care to ensure the health and safety of the Volunteer whilst engaged in volunteer activities and expects the Volunteer to comply with all health and safety requirements.

Clause 5 – Confidentiality

The Volunteer shall keep confidential all information obtained during the course of volunteering, except where disclosure is required by law or authorised by the Organisation.

Clause 6 – Data Protection

The personal data of the Volunteer will be processed in accordance with applicable data protection legislation. The Organisation shall use such data solely for legitimate purposes related to the volunteer role.

Clause 7 – Insurance

The Organisation will maintain appropriate insurance covering the Volunteer whilst carrying out voluntary activities authorised under this Agreement.

Clause 8 – Expenses

The Organisation may reimburse the Volunteer for reasonable out-of-pocket expenses incurred in the course of volunteering, subject to prior agreement and provision of receipts.

Clause 9 – Term and Termination

This Agreement shall continue until terminated by either party upon written notice. The Organisation may terminate immediately for gross misconduct or breach of this Agreement.

Clause 10 – Liability

The Volunteer agrees to indemnify the Organisation against any claims arising from their negligence or wilful misconduct during volunteering activities.

Clause 11 – Governing Law

This Agreement shall be governed by and construed in accordance with the laws of England and Wales and the parties submit to the exclusive jurisdiction of the English courts.

Clause 12 – Entire Agreement

This Agreement constitutes the entire agreement between the parties in relation to volunteering and supersedes all prior agreements, representations, and understandings.

Clause 13 – Amendments

No amendment or variation of this Agreement shall be effective unless in writing and signed by authorised representatives of both parties.

Clause 14 – Volunteer’s Declaration

The Volunteer confirms that they are not barred from volunteering in regulated activities and will notify the Organisation of any changes affecting their suitability.

Clause 15 – Safeguarding

The Volunteer agrees to comply with the Organisation’s safeguarding policies to protect vulnerable individuals and report any concerns promptly.

Clause 16 – Intellectual Property

Any intellectual property created or generated by the Volunteer in the course of volunteering shall belong to the Organisation.

Clause 17 – Conflict of Interest

The Volunteer must avoid situations where personal interests conflict or may conflict with the interests of the Organisation and disclose any potential conflicts.

Clause 18 – Publicity

The Volunteer consents to the use of their name and image for publicity purposes related to the Organisation’s activities unless otherwise agreed.

Clause 19 – Dispute Resolution

In the event of any dispute arising under this Agreement, the parties shall attempt to resolve the matter amicably before commencing legal proceedings.

Clause 20 – Signatures

The parties have read and understood this Agreement and agree to be bound by its terms as evidenced by their signatures below.

ORGANISATION REPRESENTATIVE

VOLUNTEER

Full Name:

Signature: _____

Date:

Signature: _____

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