



Wollangarra Volunteer Staff Agreement

Community. It is important that you are willing to follow directions from Wollangarra staff at all times. This is to ensure our courses are run safely, and that we are maintaining our culture. This means that everyone –staff, young people, teachers, volunteers – need to put in effort to the community. We expect all staff and leaders to pitch in: we don't believe in double standards for staff and participants.

Leadership – ethics and boundaries. You are part of our leadership team. As a leader, young people will look up to you. It is important that your actions and conversations are appropriate for working with young people. If you are unsure about anything, please discuss with staff and/ or directors at Wollangarra.

Not appropriate:

swearing, preaching your own beliefs (political, religious etc), put downs, name calling, being alone with a young person, massages, giving special attention or differential treatment to a young person (e.g. flirting extra treats to some and not others), making up answers to things you don't know, sleeping next to young people.

Very appropriate:

respectful discussions on life, trees, music, marriage, god, love, war, tennis – anything you can think of, listening to others, physical contact in the presence of others and in platonic ways (helping someone with their backpack), looking for ways to help out, pitching in positive attitude, referring to staff for things you don't know.

Vehicles and machinery. Only full time staff or persons authorised by the Directors may drive Wollangarra vehicles, and use machinery. If you have your own vehicle, please park at the front gate, only Wollangarra vehicles are permitted through the front paddock.

Working with Children. Wollangarra requires these checks from all volunteers. WWC website <http://www.workingwithchildren.vic.gov.au>. *Working with Children Checks are free for volunteers.* Wollangarra's details are: 3439 Heyfield Licola Rd, Licola, Vic, 3858. Phone: (03) 5148 0492

Wollangarra is our home and workplace. If things aren't working out and we can't find solutions, we may ask you to leave.

I _____ have read and understood this Agreement and agree and adhere to the operating boundaries of Wollangarra.

Signed (Volunteer) _____ Date:

Signed (Director) _____ Date:

Checklist

- | | |
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| <input type="checkbox"/> Filled out a Medical Form and sent two copies | <input type="checkbox"/> Checked the 'What to bring list' |
| <input type="checkbox"/> Notified Wollangarra of any particular dietary requirements | <input type="checkbox"/> Read the Wollangarra Child Protection Guideline |
| <input type="checkbox"/> Printed and signed Volunteer Staff Agreement | <input type="checkbox"/> Photocopied Working with Children Check (or receipt) |