



Royal Norfolk Agricultural Association

Steward and Volunteers Agreement

Volunteers are an established and integral part of the life and success of the Association. The Royal Norfolk Agricultural Association is committed to working with volunteers at all levels of Association activity and welcomes and values their contribution to the achievement of its aims and objectives.

We hope that you enjoy volunteering with us and feel part of our team. We will help you get the most out of your time with us by giving you support and training and compliance with legislation and any other requirements.

This agreement is not intended to be a legally binding contract between us and can be cancelled at any time at the discretion of either party.

This agreement is to be read in conjunction with the Association's Stewards and Volunteers handbook.

Our commitment to you:

- To introduce you to how the Association works and your role in it and to provide any training which may be required;
- to provide regular contact with a named volunteer manager so that we can manage your volunteering activities and you can provide feedback;
- to utilise your skills, value your volunteering time and acknowledge individual needs wherever possible.
- to provide suitable refreshments while volunteering where applicable;
- to consult with you and keep you informed of changes which may affect your volunteering role;
- to insure you against injury you suffer or cause due to negligence;
- to provide a safe workplace;
- to apply our equal opportunities policy;
- to address any concerns you raise.

Our expectation of you as a volunteer:

As a Royal Norfolk Agricultural Association volunteer you are in a position of trust. We ask you:

- To work reliably to the best of your ability, and to give as much warning as possible whenever you cannot meet your volunteering commitments;
- to follow the Royal Norfolk Agricultural Association's policies, procedures and conditions as laid out in the Steward and Volunteer Handbook;
- to uphold the values and standards of the Association;
- to maintain good relations with other volunteers, staff and Association members;
- to carry out your role safely, for the sake of yourself and others;
- to promote the Association to visitors;
- to maintain confidentiality.

We are always looking for ways to improve our work so if you have any suggestions, ideas or comments please speak to your volunteer manager or the relevant show office staff.

I accept the above Agreement and the Associations Stewards and Volunteers Handbook contents.

Name.....

Signed..... *Date*.....