

What does it mean to be a STAND! Volunteer?

There are many responsibilities as a volunteer at STAND! depending on the volunteer position. But with every position, we ask our volunteers to adhere to three core responsibilities.



1. Commitment
2. Code of Ethics and Confidentiality Policy
3. Communication

Code of Ethics and Confidentiality

Our volunteers are expected to honor STAND!'s Code of Ethics and Confidentiality Policy. Volunteers are responsible for maintaining confidentiality concerning a single staff, volunteer, client or other person as well as any sensitive information regarding the agency, such as the location of STAND!'s residential facilities. However, volunteers may break confidentiality with agreement from a staff supervisor to save a life or protect a child or dependent adult.

Please refer to the "Code of Ethics and Confidentiality Policy" sheet for policies in full. Essential policies include:

- No personal relationship shall result from client contacts that occur as a result of volunteer activity
- Volunteers shall not impose personal, cultural or religious values, beliefs, ideologies or politics upon the clients or to other staff/volunteers/interns
- STAND! is committed to maintaining a sober environment for our clients, staff and volunteers; Volunteers will not report to work under the influence of intoxicants
- Volunteers shall not sell professional skills or business services to clients or to other staff/volunteers/interns
- Volunteers shall not accept personal gifts or money; lend or give personal money to clients
- Volunteers shall fulfill their shift obligations and notify staff of their inability to do so at the earliest possible time

Failure to follow our Code of Ethics and Confidentiality policy may result in termination of a volunteer's involvement.

Commitment

We ask our volunteers to make a conscious commitment to their volunteer work, fulfilling their position's required shift times and days as indicated in each volunteer position's description under "qualifications". If you feel like this may be an issue, please let the Volunteer Manager and/or Volunteer Liaison know as soon as possible.

Communication

Communication allows for everyone's needs to be met. We encourage our volunteers to be as communicative as possible, amongst each other and with staff. We believe regular and timely communication will lead to a successful volunteer program. These resources below serve as our main means of communication:

- The Volunteer Liaison
 - Each volunteer program has at least one Volunteer Liaison who can manage volunteers, answer volunteer inquiries, manage scheduling and keep the Volunteer Program's Manager informed. The Volunteer Liaison can be a Manager, another staff member, or a senior volunteer.
 - Feel free to ask questions or to give suggestions to your Volunteer Liaison. *Always let him/her know if you have a scheduling conflict.*
- Periodic check-ins
 - The Volunteer Liaison and the Volunteer Manager, Susan Woodhouse will periodically check in with our volunteers via meetings, phone or email.
- Quarterly community meetings and/or events
 - Volunteers are welcome to participate in their program's community meetings or events with fellow volunteers and staff. This process is currently in development, please ask your Volunteer Liaison for more information. If your program does not currently have planned meetings or events, volunteers are encouraged to propose and coordinate these gatherings in collaboration with management.

Your Volunteer Rights

- To be assigned to projects which meet your interests and needs.
- To be treated with the same respect that is extended to staff.
- To be trained appropriately for your volunteer work.
- To express any comments, suggestions, or concerns involving program planning and implementation.
- To show initiative and leadership.
- To effective supervision and ongoing support.
- To be appreciated and recognized.