

NWR Volunteer Agreement

Policy number	NWR21	Current version	2
Drafted/amended by	Deirdre McCarthy	Approved by Board on	25 March 2026
Owner (role)	Chair/CEO	Scheduled review date	February 2027

Thank you for taking on a voluntary role at NWR. We hope that you find it both rewarding and enjoyable. NWR values its volunteers and the role they play in NWR's work as a charity and social organisation for women.

This volunteer agreement sets out what NWR will do for its volunteers and what expectations we have of our volunteers.

NWR will:

- Provide a named point of contact for all volunteers should they need any assistance or wish to provide feedback. This will usually be the CEO
- Provide training and support to allow volunteers to carry out the tasks set out in their role description and comply with data protection and health and safety regulations.
- Provide ongoing support to volunteers to enable them to reach their potential in their role.
- Treat volunteers in line with its equality and diversity policy.
- Conduct a risk assessment for all aspects of the volunteer's work.
- Provide public liability insurance cover.
- Implement good health and safety practice.
- Address any problems that they are made aware of by the volunteer in relation to their role.
- Pay expenses where applicable and agreed.

NWR expects volunteers to:

- Support NWR's goals and objectives and do everything in their power to promote and achieve them.
- When representing NWR, to conduct themselves professionally and in accordance with NWR's values.
- Participate in training when requested.
- Abide by the NWR Code of Conduct.
- Perform their role as set out in their role description, to the best of their ability.
- Adhere to NWR's health and safety procedures and Equal opportunities and diversity policy.
- Contact their NWR point of contact should they have any questions or concerns about their role.
- Maintain the confidentiality of the organisation and of its members and service users.



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- Honour the commitment and provide reasonable notice if unable to perform their duties.
- Be open and honest in all their dealings with NWR.
- Notify the CEO if they wish to change the nature of their role.

Termination

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

Document version history

Version	Description of changes	Date
1	CEO	February 2024
2	Deirdre McCarthy – Volunteer and Recruitment Manager changed to CEO. Formatting changes	25 March 2026