

Volunteer Agreement

Gilbert White's House, High Street, Selborne, Alton, Hants. GU34 3JH
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Volunteers play an important and valued part in supporting the the broader aims and objectives of Gilbert White & The Oates Collections, an Independent Charitable Trust and Accredited Museum. We hope that you enjoy volunteering with us and feel a full part of our team.

In order to help clarify our roles, a Volunteer Agreement has been produced. This is intended to lay out the basic principles and promises between the museum and its volunteers so that you know what you can expect from us and what we hope for from you. It is envisaged that this agreement will evolve over time, through experience, review and consultation.

The staff at Gilbert White's House, and particularly the General Manager, will do their best to:

- Provide you with the training and support needed to carry out your agreed tasks or activities.
- Operate an 'open-door' policy to give you the opportunity to discuss any concerns you may have or ideas for developing activities.
- Provide a safe environment and insure you against injuries whilst on duty.
- Support you in the pursuit of personal or skills development as far as we are able.

What we expect of volunteers:

- That you support the objectives of the Museum, especially those in relation to providing an enjoyable and informative visitor experience, promoting access and lifelong learning opportunities.
- That you work reliably and to the best of your ability, complying with museum guidelines, policies and procedures. This includes, for example, operational procedures, customer care, health and safety procedures and child protection matters.
- That you take part in training and events that will help you carry out your role most effectively.
- That you give as much warning as possible whenever you cannot work when expected.
- That you respect the confidentiality of information relating to the organisation and those you work alongside.
- That you uphold the good name of the museum and act as a goodwill ambassador in conveying our aims to the public.

I have read, understood and agree to act within the spirit of the above guidelines.

Signed:

Date: