

# Volunteer Code

## 1. Thank you

- 1.1 Thank you for offering to volunteer for Voices of Canberra.
- 1.2 This is the volunteer code for all our volunteers. By signing up to volunteer, you agree to the Code.

## 2. Code of conduct

### 2.1 We ask that you:

- (a) act in accordance with the values of Voices of Canberra, which are:
  - (i) Integrity. We are honest and are accountable to each other and our community. We refer to sources that are evidence based or represent scientific consensus.
  - (ii) Community and Justice. We welcome diversity and inclusion. We want equity and fairness to be at the centre of our politics.
  - (iii) Positivity. We're not here to knock or bad-mouth anyone, we want to do politics better and strengthen unity not division.
  - (iv) Caring. We care for each other, our community, for our climate and for future generations
  - (v) Listening. Every opinion is valid and needs to be heard. We're here to listen, not to judge or belittle.
  - (vi) Mutual Respect. We show respect to others and ask to be respected in turn.
  - (vii) I will speak up if I feel physically or psychologically unsafe and/or I am concerned about anyone's behaviour.
  - (viii) Compromise to succeed. Trust in teamwork; not everything will be perfect.
  - (ix) Commit and follow through. We're realistic about our individual capacities. Only commit to tasks you have the capacity to complete. If you are unable to complete a task please advise a member of the core group as soon as possible.
  - (x) I understand that group dynamics can be challenging and will exercise patience.
  - (xi) Where Voices of Canberra decides that Voices of Canberra is not the right place for me, I will accept their decision.
- (b) use any Voices of Canberra property only as directed by Voices for Canberra and return it when requested. Wearing official apparel means you are representing Voices of Canberra so you must not engage in anti-social or aggressive behaviour;
- (c) notify an appropriate person in the Voices of Canberra team if you see another volunteer breaching this code or engaging in conduct which puts themselves or others at risk; and

(d) comply with the law at all times.

### 3. **Volunteer role**

3.1 This is a volunteer role. As a volunteer, you acknowledge that you:

- (a) are not an employee of Voices of Canberra, and that unless otherwise agreed in writing the work you carry out is provided on a voluntary basis and you won't be paid for that work;
- (b) will only perform the tasks which the Voices of Canberra team has asked or authorised you to perform;
- (c) will be conscious to ensure that any comments you make on Voices of Canberra are clearly expressed as your own, and not made on behalf of Voices of Canberra.
- (d) when volunteering you do not express views that might not be those of Voices of Canberra, including through slogans or symbols on clothing.

### 4. **Intellectual property**

4.1 From time to time you might develop material or content for Voices of Canberra. You agree that Voices of Canberra can use that material or content unless you have advised Voices of Canberra otherwise.

### 5. **Confidential information**

5.1 In the course of your volunteer role, you may be given information which is intended by Voices of Canberra to be kept confidential.

5.2 Where information is given to you which is identified as confidential or which appears to be confidential, you agree to keep any such information confidential and only use it for the purpose for which it is given to you. You may not use or disclose this information to any person for any other purpose, unless required by law.

### 6. **Photo consent**

6.1 If you do not want photos of you as a volunteer to be used by Voices of Canberra, then please let us know.

6.2 Unless you otherwise notify us, you agree that photos taken of you whilst volunteering may be used by Voices of Canberra, including through our social media channels.