



## Volunteering Policy

The aim of the Scottish Burned Children's Club (SBCC) is to help children, and their families, who have suffered the trauma of a burn or scald injury.

The volunteers are recognised as a major resource and make a vital contribution to our aim as outlined above. We intend to encourage, develop and support volunteer involvement in our work in which volunteers are already important stakeholders. In doing so we recognise that the roles of any volunteer will complement and not replace the role of any paid staff.

The time, energy and skills offered by SBCC volunteer's benefits our work and help us to achieve our aims. Experience has shown that volunteering also brings benefits to volunteers themselves and to those with whom they are involved.

The SBCC recognises that a volunteer is understood to be a person who does voluntary work on our behalf. It is undertaken by choice and it is unpaid. The SBCC undertakes to organise volunteering effectively.

In the SBCC, volunteers can serve on our management committee, help with the delivery of our services and are active in the projects we support and organise. Volunteers are also involved in many other aspects of our work including, for example, our advisory and counseling at Camp, our campaigns at local and national level and in advocacy and mentoring roles.

The SBCC believes that our relationship with our volunteers is one of mutual responsibility and commitment, within which the SBCC and our volunteers both have rights and responsibilities. We hope that our volunteers will enjoy their involvement and gain from it in terms of their own personal objectives.

## The Purpose and Advantages

The Scottish Burned Children's Club main purpose in adopting this policy is to:

- Highlight and acknowledge the value of the contribution made by volunteers.
- Reflect the purpose, values, standards and strategies and the SBCC involvement of volunteers.
- Recognise the respective roles, rights and responsibilities of volunteers and the SBCC.
- Confirm the SBCC's commitment to involving volunteers.
- Establish clear principles for the involvement of volunteers
- Clarify the roles of volunteers and address the relation between volunteers, those who engage them and those who receive their services
- Help to ensure the ongoing quality of both the volunteering opportunities on offer and the work carried out by our volunteers.
- Acknowledge the current areas of volunteer involvement

The advantages of this policy are:

- It provides a basis for the expansion, if required of volunteer involvement
- It sees volunteer involvement as a valuable way of extending and adding choice to our members and customers and a resource that we cannot afford to lose, not as a cheap alternative to paid staff
- It gives a framework for recruiting and supporting volunteers including people from under-represented groups such as young people, people with a disability, older people and people from black and minority ethnic communities
- It commits the SBCC to identify and adequately meet the financial and personnel costs of the volunteer programme and to support through funding and other forms of help

*This policy is taken from "Engaging Volunteers" – a good practice guide. It is supplied care of Volunteer Development Scotland 2003.*

Page 2 of 2  
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