

Send a positive message to Thunder Bay volunteers, adopt the Code for your organization

Steps:

1. Review the Thunder Bay Code for Volunteer Involvement with Administration and/or Board of Directors .
2. Consider whether the values and guiding principles reflect the values of your organization in relation to volunteers.
3. Review the Organizational Standards and determine if they are reflective of your own standards.
4. If the Board agrees that the Code is an example of how your organization values and acknowledges the contribution made by volunteers, introduce a motion to adopt the Code.
5. A sample motion: "That the Thunder Bay Code for Volunteer Involvement be adopted by this organization as an integral part of operational practice, to be made known to every employee, volunteer and to be made readily available for consultation."
6. Once the Code is adopted, your organization will be recognized as one which operates by the values, principles and guidelines.
7. Contact Volunteer Thunder Bay to verify that your organization has adopted the Code.

Thunder Bay City Council adopted the City of Thunder Bay Code for Volunteer Involvement on November 28, 2005. This can be viewed at www.thunderbay.ca/volunteers or to request a copy call (807) 625-2949.

valuing our volunteers

The Development of a Thunder Bay Code for Volunteer Involvement

In July 2005, Volunteer Thunder Bay in partnership with the City of Thunder Bay, supported by the Ontario Network of the Canada Volunteerism Initiative (OCVI), began to develop a Thunder Bay Code for Volunteer Involvement based on the Canadian Code.

On December 5, 2005 to celebrate International Day of the Volunteer, the Thunder Bay Code for Volunteer Involvement was launched in order to act as a catalyst to encourage other organizations to adopt the Code.

For more information on the Thunder Bay Code for Volunteer Involvement, please contact Volunteer Thunder Bay at (807) 623-8272.

Supported by



Thunder Bay Code for Volunteer Involvement



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Statement of Purpose:

The goal of the Thunder Bay Code for Volunteer Involvement is for each volunteer in Thunder Bay to have a positive and fulfilling volunteer experience.

The Thunder Bay Code for Volunteer Involvement presents values, principles and standards for reviewing how volunteers are supported and engaged by organizations in Thunder Bay.

values for VOLUNTEER INVOLVEMENT

- ✓ Volunteer involvement strengthens our community and is a process of growth, education, and democracy.
- ✓ Volunteer involvement is a key factor in the provision of a strong foundation for a better future for our community.
- ✓ Volunteer involvement in Thunder Bay highlights our uniqueness in relation to geography and demography.
- ✓ Volunteer involvement is representative and respectful of the diverse nature of our community.
- ✓ Volunteer involvement is based on relationships and mutually benefits both the volunteer and the Thunder Bay community.

guiding principles for VOLUNTEER INVOLVEMENT

We recognize that volunteers provide important and valuable services, and will strive to provide the appropriate infrastructure, a mechanism for communication, and appropriate recognition to support volunteers.



Volunteers serving our organizations make a commitment and are dedicated, reliable, honest and accountable.



organizational standards for VOLUNTEER INVOLVEMENT

- ✓ We acknowledge and support the vital role of volunteers in achieving a balance of services that improves our quality of life and supports our economy in a cost-effective manner, and the missions of the numerous community organizations for which they serve.
- ✓ Volunteers are welcomed and treated as valued and integral members of our broader team.
- ✓ Policies and procedures are adopted by our organization to provide a framework that defines and supports the involvement of volunteers.
- ✓ A qualified person is designated to be responsible for Volunteer Services.
- ✓ A clearly communicated screening process is consistently applied.
- ✓ Volunteer assignments address the guiding principles and involve volunteers in meaningful ways – reflecting their various skills, abilities, talents, needs and backgrounds.
- ✓ Volunteer recruitment and selection reaches out to diverse sources of volunteers.
- ✓ Volunteers receive an orientation to the organization, its policies and procedures, and receive training for their volunteer assignment.
- ✓ Volunteers receive appropriate levels of supervision according to their tasks and are given opportunities to give and receive feedback.
- ✓ Volunteers are appropriately appreciated either formally or informally, and there are opportunities for public volunteer recognition.