

Volunteer Policy

PREAMBLE:

UVic Pride is a volunteer-run Collective. We recognize the importance of volunteers and the contributions they make to the Collective. This policy is intended to ensure volunteers receive proper recognition and training within the Collective, as well as their responsibilities. All Collective members contribute to the Collective, however this policy is intended for volunteers who wish to take on specific tasks within the Collective or represent the Collective in a public capacity, such as helping at an event or tabling.

The Collective's Responsibilities to Volunteers:

UVic Pride will ensure to uphold the following responsibilities:

1. to maintain a Safer Space Policy
2. to maintain an Anti-oppression Policy
3. to avoid making assumptions about volunteers' lived experiences, backgrounds, identities, etc.
4. to provide volunteers with an introduction to social justice and anti-oppressive organizing that is a safe, comfortable learning experience
5. to respect the boundaries of volunteers and to trust that people know what is best for them
6. to provide support or referrals when volunteers need or request it
7. to provide adequate training
8. to provide an opportunity for feedback about volunteers' experiences
9. to keep accurate documentation of volunteer commitments, to be able to provide references if/when appropriate, and be able to hold volunteer appreciation events
10. to recognize and celebrate volunteer contributions to the Collective

RESPONSIBILITIES:

Volunteers have the following responsibilities to the Collective:

1. to familiarize themselves with and uphold the safer space policy
2. to familiarize themselves with and uphold the Anti-Oppression and Anti-Racism Policy
3. to complete provided training as possible
4. to avoid making assumptions about people's lived experiences, backgrounds, identities, etc.
5. to respect the boundaries of other volunteers and collective members
6. to ask for help or support as needed
7. to be open to learning opportunities and having their assumptions challenged
8. to provide feedback to the Collective about their volunteer experiences

TRAINING:

Training opportunities, including but not limited to Anti-Oppression Training, Active Listening Training and Peer Support Training, shall be actively sought and made available to volunteers. The Paid Coordinator or Collective Coordinators shall develop and maintain up-to-date introductory volunteer orientation training that shall take place at the beginning of each semester or upon request. Training may be required, at the discretion of the Collective, before performing certain duties. Orientation training shall be required before representing the Collective in any official or public capacity.

OPPORTUNITIES:

Volunteers will be able to indicate what areas they would like to participate in, such as events, resource development, public outreach or library. The Coordinating Committee will maintain a database of

volunteers and their interests and contact them when different opportunities become available. Volunteers will also be informed of Pride's committees and working groups and how to join.

OFFICE HOURS:

Volunteers are welcome and encouraged to hold office hours. All volunteers holding office hours must have completed anti-oppression training. Volunteers are also encouraged to complete peer support training, which will be indicated on the office hour schedule.