



**CAMDER FC C.I.C**  
Address  
*Alvaston Park, Derby DE248QQ*  
Website: [www.camderfc.co.uk](http://www.camderfc.co.uk)  
Email: [info@camderfc.co.uk](mailto:info@camderfc.co.uk)



## Volunteer Policy

**Company Number:** 15065500

### 1. Policy Statement

CAMDER FC C.I.C. values the contribution of volunteers as essential to the success of our football sessions, social events, and community projects. This policy sets out the principles, expectations, and support mechanisms for volunteers.

### 2. Purpose

The purpose of this policy is to:

- Provide a clear framework for volunteering at CAMDER FC C.I.C.
- Ensure volunteers understand their roles, responsibilities, and rights.
- Promote a safe, supportive, and inclusive environment for all volunteers.

### 3. Scope

This policy applies to all individuals undertaking voluntary roles within CAMDER FC C.I.C., including coaching, administration, event support, and community engagement activities.

### 4. Volunteer Principles

CAMDER FC C.I.C. is committed to:

- Treating volunteers with respect, fairness, and recognition.
- Providing clear role descriptions, training, and support.
- Ensuring volunteers operate in a safe and inclusive environment.
- Recognising and valuing the time, skills, and commitment of all volunteers.

### 5. Roles and Responsibilities

- **Volunteers** are expected to act in accordance with CAMDER FC C.I.C. policies, including Safeguarding, Health & Safety, and Code of Conduct.
- **The President and Executive Board** are responsible for recruiting, supporting, and supervising volunteers.
- **Team Leaders/Coaches** provide guidance and feedback to volunteers during sessions or events.



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## 6. Recruitment and Induction

- All volunteers will undergo a recruitment process appropriate to their role.
- Where necessary, DBS (Disclosure & Barring Service) checks will be carried out for roles involving children or vulnerable adults.
- Volunteers will receive an induction covering policies, procedures, and safety requirements.

## 7. Support and Training

- Volunteers will receive ongoing training relevant to their roles.
- Regular communication and support will be provided by the Executive Board or team leaders.
- Feedback and opportunities for development will be offered to encourage engagement and growth.

## 8. Review and Exit

- Volunteer roles and responsibilities will be reviewed periodically to ensure they meet organisational needs.
- Volunteers may resign at any time by providing notice to the President or Secretary General.
- The organisation may terminate volunteer roles if policies or codes of conduct are breached.

## 9. Review of Policy

This policy will be reviewed annually to ensure that volunteer practices remain effective, compliant, and supportive of CAMDER FC C.I.C.'s objectives.

### Approved by:

**Emmanuel Muzang**

President, CAMDER FC C.I.C.

**Date: 04/03/2025**

**Signature:** \_\_\_\_\_

A handwritten signature in black ink, appearing to read 'Emmanuel Muzang', placed over a horizontal line.