 Habitat for Humanity® Waterloo Region	**CANADIAN CODE OF VOLUNTEER INVOLVEMENT**	**Policy # A&O (7a)**
Policy Name:	Canadian Code of Volunteer Involvement	
Division:	Volunteers	
Sub Heading:		
Approval Date:	March 03, 2017	

CANADIAN CODE OF VOLUNTEER INVOLVEMENT

INTENT

Habitat for Humanity Waterloo Region believes that volunteer involvement is an integral part of our success. We also believe that volunteer involvement strengthens our community, should be mutually beneficial to the volunteer and our needs, and that it is based on relationships.

We recognize that volunteers are a vital human resource and will commit to the appropriate infrastructure to support volunteers.

POLICY

Habitat for Humanity Waterloo Region has adopted the Canadian Code of Volunteer Involvement and will follow its best practices:

- The Boards of Directors and senior management acknowledge and support the vital role of volunteers in achieving the organization's purpose or mission.

- Policies and procedures are adopted by the organization to provide a framework that defines and supports the involvement of volunteers.

- A qualified person is designated to be responsible for the volunteer program.

- A clearly communicated screening process is consistently applied.

- Volunteer assignments address the purpose of the organization and involve volunteers in meaningful ways – reflecting their various abilities, 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 task and are given regular opportunities to receive and give feedback.

- Volunteers are welcomed and treated as valuable and integral members of the organization's human resources.
- The contributions of volunteers are regularly acknowledged with formal and informal recognition methods.

RESPONSIBILTY

Manager of Volunteers

REFERENCES

Canadian Code of Volunteer Involvement
https://volunteer.ca/content/canadian-code-volunteer-involvement-2012-edition

Policy UP (6a) Health and Safety

HabitatWR SHE Manual

Policy A&O (8b) Personnel Policies