



Volunteers Policy

Scope

This policy applies to Brook RED Community Members, Nominated Support People, Board Members, employees, volunteers, and students on placement.

Purpose

To establish guidelines for taking on volunteers at Brook RED.

Principles

Brook RED wishes to create a consistent approach to taking on volunteers across the organisation. Brook RED understands the value that volunteers can bring to our organisation, at the same time, our Community Members are our priority and we wish to provide them with as many opportunities to participate as possible.

Policy

Brook RED *does not* take on general volunteers because Brook RED Community Members act as our volunteers. We wish to empower Community Members to actively participate in our service and in turn develop additional skills and confidence.

Brook RED *does* take on sessional volunteers who bring specialist expertise or professional knowledge that can benefit our programs and workshops. For example health and lifestyle professionals, external service providers etc.

Although a police check is not required for sessional volunteers, they must be accompanied by a Brook RED staff at all times and adhere to Brook RED safety protocols.

Definitions of Terms Used

None

References

Brook RED Volunteer Details Form

Document Control and Record of Changes

Version	Effective Date	Approved by	Summary of Change	Date of Next Review
Version 01	July 2017	Eschleigh Balzamo	Introduction of new policy	January 2018
Version 02	September 2019	Eschleigh Balzamo	Review and update	January 2021
Version 03	June 2021	Eschleigh Balzamo	Review and update	September 2025

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Version 04	August 2023	Eschleigh Balzamo	Review and update	August 2024
Version 04.01	August 2025	Blake Barber	Review	September 2026

The General Manager has overall responsibility for this policy. If there are any questions regarding this policy, please direct these to the Business Services Manager or General Manager.