

POLICY – Volunteering

Purpose of Policy

The purpose of this policy is to provide guidance to existing members and intending members wishing to volunteer their time and services to Eastern Community Broadcasters Inc., also known as Radio Eastern FM

Background

Eastern Community Broadcasters provides programming 24 hours per day, 7 days per week with a high volume of presenters, contributors and organisations presenting throughout the week. Understanding the basics of volunteering and the responsibilities of all parties to their colleagues is essential to ensure responsible broadcasting.

Policy

An applicant must be a financial Member to apply for a position.

Volunteers have the responsibility to:

- maintain a professional attitude towards their voluntary work,
- be prompt, reliable and productive with regard to commitments and agreements made with Radio Eastern
- notify the appropriate person if unable to meet commitments at the time of induction,
- accept and abide by Radio Eastern policies and procedures,
- understand and adhere to the Codes and maintain familiarity with broadcast laws such as Defamation Law, Anti-Discrimination Law and the Broadcast Services Act 1992,

All volunteers are subject to the benefits and disciplines define in the Association Rules of Eastern Community Broadcasters Inc.

Eastern Community Broadcasters Inc, has the responsibility to:

- ensure a safe workplace,
- ensure an environment that accepts individuals as equals without discrimination,
- ensure good governance and progressive Policies and Procedures to help make volunteering a satisfying and rewarding experience.

This Policy is supported by the following Policies and Procedures:

Name	Folder	Tag	Rev. Number	Rev. Date	Revision by
All relevant Policies and Procedures					