

Thrive Africa Volunteering Policy

Introduction

Thrive Africa is a charity committed to the development and promotion of education, healthcare, sanitation and community businesses within African communities. The work undertaken by our volunteers is invaluable and these aims could not be achieved without their help and support. Our volunteers are treated with the same respect and courtesy we give our employees and we expect to receive the same professionalism in return. Our volunteers are key in the continuation of Thrive Africa's work.

Recruitment Process

Thrive Africa aims to keep the volunteer recruitment process as simple as possible and open to all those over eighteen years of age. Prospective volunteers will be required to complete the following:

- A volunteer application form including one reference
- An interview
 - if volunteering through a University, this will take place with the elected University representative for Thrive Africa in accordance with questions outlined by Thrive Africa
 - if applicant is not applying through a University, the interview will take place with a trustee or an approved employee of Thrive Africa.
- CRB check

Volunteer Roles

The roles of our volunteers will differ according to the specific projects that are applied for. Project-specific information will be made available to prospective volunteers showing interest in these projects. Generally we expect our volunteers to complete their projects with a respectful and friendly approach, maintaining a tidy living space and an open-minded approach to local customs and traditions.

Diversity Policy

Thrive Africa is committed to a fair, non-discriminative approach in all areas of its work. Applicants for volunteering projects are selected solely on a basis of their competence and will not be persecuted on grounds of age, sex, gender, race, ethnic origin, disability.

Induction and Training

Induction and Training will be given before any Thrive Africa project. Volunteers working overseas will receive an induction in the UK followed by a project specific induction and training in their overseas placement.

Expenses

For information on what expenses can/cannot be claimed by volunteers, please see the Thrive Africa Expenses Policy.

Insurance

Thrive Africa does not provide travel insurance for volunteers and cannot be held responsible for lost, damaged or stolen possessions or any incurred healthcare costs.

Volunteers must hold comprehensive insurance to cover all the above.

Health and safety

Thrive Africa aims to upkeep the highest standard of health and safety in all of its activities worldwide. A copy of our health and safety policy can be obtained upon request.

Thrive Africa is responsible for providing and maintaining a safe and healthy environment for volunteers, in accordance with UK health and safety laws and the organisation's policy and procedures. You are required to cooperate with Thrive Africa to help achieve the required standards of health and safety. When volunteering with Thrive Africa, you have a duty to take reasonable care of yourself and others who could be affected by what you do or fail to do.

I (Print Name): _____ Have read and understand Thrive Africa's Volunteering policy, by signing below I agree to uphold this policy.

Sign: _____

Date: _____