



6. Volunteer Management Policy

6.1 Introduction

This section sets out how volunteers are recruited and supported.

6.2 Recruitment

Volunteers are recruited through the monthly newsletter, the West Finchley Residents' Association newsletter, Good Gym, notices around the site and word of mouth.

Volunteers are recruited to undertake physical work on the site. As the organisation grows and develops volunteers to help with other tasks may be recruited from the same sources. Specific details of what is expected of each volunteer in these cases will be set out at the time.

Volunteers can be found from a wider range of sources, however, the site is fairly small and local and it is unlikely that volunteers will come from too far away unless they are part of another organised group, such as Good Gym.

6.3 Support

We hold twice monthly work parties. Each session begins with a health and safety briefing and by outlining the work to be undertaken.

In advance of each work party the trustees identify work to be done and ensure that one trustee is fully briefed on the work and able to lead a small group. Currently group sizes are limited by Covid-19 limits set by Government.

Volunteers are asked to bring their own tools, although some tools can be provided, with a few exceptions these are the property of other volunteers.

Work on the site is covered for insurance purposes by the London Borough of Barnet (LBB) which owns the site under the Adopt a place agreement.

All volunteers are under the guidance of a trustee or another designated person capable of leading a small group. There is usually also another trustee (usually the Chair or the Secretary) in overall charge.

6.4 Health and Safety and Safeguarding

Reference should be made to the Health and Safety policy and the Safeguarding policy. Both are held within our Policies and Procedures handbook and available from the website.

A first aid kit is always available on site.