

Volunteer Rights Checklist

Volunteers are not covered by awards or workplace agreements. However, a volunteer does have some rights enshrined in legislation and others which are considered moral obligations of the Volunteer Involving Organisation. Volunteering Australia recommends volunteers should have the following rights.

As a volunteer you have the right:

- To work in a healthy and safe environment (refer to state or territory-based Workplace Health and Safety Act[s]);
- To be interviewed and engaged in accordance with equal opportunity and anti-discrimination legislation;
- To be covered by adequate insurance;
- To be given accurate and truthful information about the organisation for which you are volunteering;
- To be reimbursed for out-of-pocket expenses;
- To be given a copy of organisational policies relevant to your work;
- Not to fill a position previously held by a paid worker;
- Not to do the work of paid staff during industrial disputes;
- To have a role description and agreed working hours;
- To have access to a grievance or complaints procedure;
- To be provided with an orientation to the organisation;
- To have your confidential and personal information dealt with in accordance with the principles of the Privacy Act 1988; and,
- To be provided with sufficient training to do your job.

Check that:

- The organisation has volunteer insurance (this is separate to insurance for paid employees);
- Your role is clear and specific; and,
- The organisation can provide you with written information about its purpose and activities.

If you are unsure of your legal rights as a volunteer, visit www.justiceconnect.org.au/nfplaw.