



Corporation of the County of Prince Edward Code for Volunteer Involvement

The goal of the County of Prince Edward Code for Volunteer Involvement is for each municipally involved volunteer to be engaged and enthused about their role and to have a positive experience with a sense of accomplishment.

Definition of a Volunteer

A municipally involved volunteer is anyone who offers his or her time and skills, without compensation, to perform a task with the direction and on behalf of the County of Prince Edward representing its citizens.

Core Values, Principles and Standards for Involvement

This code provides the core values, guiding principles and standards for the involvement of County of Prince Edward volunteers.

Values for Volunteer Involvement

- ▶ Volunteer involvement strengthens our community and is based on our “settler spirit” of helping one another and our sense of community – one that connects old and new residents.
- ▶ Volunteer involvement in the County of Prince Edward highlights our uniqueness in relationship to geography and demography.
- ▶ Volunteer involvement is representative and respectful of the diverse nature of our background.
- ▶ Volunteer involvement is based on relationships and mutually benefits both the volunteer and the County of Prince Edward.
- ▶ Volunteer involvement is a key factor in the provision of a strong foundation for a better future for our community; it is an extension of being a good neighbour fostering civic responsibility, participation and involvement.

Guiding Principles for Volunteer Involvement

- ▶ The County of Prince Edward recognizes that volunteers provide important and valuable services and is committed to provide the appropriate infrastructure, a mechanism for communication, a safe and healthy environment and appropriate recognition to support volunteers.
- ▶ Volunteers make a commitment and are accountable to the County of Prince Edward.

Standards for Volunteer Involvement

- ▶ The County of Prince Edward acknowledges and supports the vital role of volunteers in achieving the County of Prince Edward's mission
- ▶ Volunteers are welcomed and are valued participants enhancing the delivery of services within the municipality
- ▶ Policies and procedures are adopted by the County of Prince Edward to provide a framework that defines and supports the involvement of volunteers
- ▶ Qualified persons are designated to be responsible for Volunteer Services
- ▶ Volunteer assignments address the guiding principles and involve volunteers in meaningful ways – reflecting their various interests, skills, abilities, talents, needs and backgrounds
- ▶ Volunteer recruitment and selection reaches out to all citizens of Prince Edward County
- ▶ For liability and screening purposes volunteers must be officially accepted and registered by the County of Prince Edward prior to the performance of the tasks.
- ▶ A clearly communicated screening process is consistently applied, where required.
- ▶ Volunteers receive an orientation to the County of Prince Edward, its policies and procedures.
- ▶ Volunteers receive an orientation and training, where required, for their volunteer assignment.
- ▶ Volunteers receive the appropriate tools in order to complete their task (e.g.. health and safety equipment such as personal protective equipment).
- ▶ Volunteers receive appropriate levels of supervision according to their task and are given regular opportunities to give and receive feedback.
- ▶ The contributions of volunteers are regularly acknowledged through formal and informal recognition methods.

Mission
<i>The Corporation of the County of Prince Edward will increase opportunities for individuals and community enhancement/fulfillment in an atmosphere of health, safety and prosperity.</i>