

# Volunteer Policy

Updated November 2015



## **Principle**

Tri HB recognises that without a sufficient pool of trained and motivated volunteers that it could not run events of the quality and standard that triathletes expect. The club is committed to recruiting, training and rewarding volunteers to support its operations.

## **Recruitment**

Annually all club members will be formally asked which events they can marshal in order gain an annual commitment to marshalling. The development manager will shoulder tap club members and their friends and family to encourage their participation at events.

If insufficient volunteers are available, the club will pay people to fulfil the marshalling role.

The club's website will maintain a volunteer recruitment page.

## **Training**

New volunteers will be paired with experienced volunteers to coach them into their roles. For major events, e.g. Corporate Triathlon, volunteers will be given a task sheet, prior to the event.

STMS and traffic controllers will have their training paid for by the club.

## **Recognition**

Committee members and volunteers who volunteer at least three events will be given a voucher for a free entry for any of the Tri HB events

A complimentary beverage will be provided during or after the event where applicable.

Committee members and volunteers who attend at least five events will also be invited to the annual volunteer's dinner paid for by the club.

All volunteers will be entered into the event prize draw for spot prizes.

Volunteers will be recognised as part of all prize-giving presentations, where applicable.

An invitation will be extended to all volunteers to attend the annual club prize giving dinner.

All volunteers become eligible for the volunteer of the year award presented at the annual prize giving.

Committee members will have their annual club membership fee waived.

## **Safety**

The development manager will ensure volunteers are not placed in unsafe situations and fully brief them at events.