



# BUSHCARE Volunteer Agreement

1. This agreement is between Blue Mountains City Council (Council) and Council volunteers once signed.
2. This agreement must be read in conjunction with the Council Volunteer Policy, Council Code of Conduct, Bushcare Procedures Manual and Bushcare Volunteer Position Description.
3. This agreement may be cancelled at any time by either party, effective from the date of receipt of written notice from the cancelling party.

### THE COUNCIL VOLUNTEER AGREES TO:

- Provide information requested on the registration form
- Read and sign off on the Volunteer Position Description and Volunteer Agreement
- Participate in the onsite induction and training
- Follow reasonable instructions from Bushcare Officers and other Council staff
- Co-operate with other volunteers as appropriate
- When needed, seek clarification on information and/or instructions
- Undertake all activities in a safe manner
- Report hazards, incidents, accidents and near misses affecting either volunteers and/or the general public immediately
- Not be under the influence of alcohol or drugs when volunteering
- Update your Bushcare Officer or Council staff with medical conditions not previously identified
- Adhere to relevant legislation, Council policies, Bushcare guidelines and site strategies
- Represent Council in a way which complies with Council's Code of Conduct.

### COUNCIL AGREES TO PROVIDE:

- Bushcare Procedures Manual and Bushcare Volunteer Position Description
- Direction, supervision and support from qualified staff (Bushcare Officers)
- A safety induction and relevant training and skill development onsite
- Sufficient tools, resources and personal protective equipment including gloves and a sunhat
- A site plan and work that is suitable for the skills and ability of the group
- A safe work environment as per the WHS Act
- Acknowledgement of the rights of volunteer workers and information on your rights and responsibilities
- Adequate insurance coverage when working on Council land (refer to Part 4 of the Council Volunteer Policy) and liaison with The Greater Sydney Local Land Services to provide insurance for Landcare groups
- Encouragement and appreciation of your work
- Feedback on work that has been carried out and opportunities to develop skills
- Consultation on matters affecting your site or substantive changes to the delivery of the program

### DECLARATION:

I, (insert name) ....., the Council volunteer, undertake to abide by this agreement.

Signed: ..... Date: ..... / ..... / .....

I, (insert name) ....., sign for and on behalf of the General Manager of Blue Mountains City Council.

Signed: ..... Date: ..... / ..... / .....