

SSS Volunteer Agreement

The SSS volunteers provide a vital role in the drive towards improving and strengthening physical activity and student sport in Scotland and as a member of one of the committees or volunteer groups you will be an important part of this.

This document briefly outlines the main rights and responsibilities of both our volunteers and SSS as an organisation. Please note that this is a voluntary agreement only and does not constitute a contract of employment.

The following has been agreed between SSS and the volunteer and is designed to be reviewed on an annual basis.

SSS agrees to:

- Support individuals, groups and committees in terms of strategy, publicity, event organisation, speedy processing of financial claims etc.
- Pay all reasonable expenses incurred in attending meetings and events, where expenses are not met by your departmental budget
- Encourage the sharing of best practice between people and institutions
- Develop positive collaborative working relationships with partner organisations
- Provide volunteers with useful contact details for the year
- Include volunteers in regular sector updates about SSS activities and events
- Provide volunteers with relevant SSS brand artwork and guidelines for use

The volunteer agrees to:

- Comply with the SSS code of conduct for volunteers
- Comply with UK GDPR P&P for SSS Volunteers
- Provide SSS with up-to-date contact details
- Commit to attending committee meetings or events, as per your role
- Send apologies and provide a stand-in attendee where meetings cannot be attended for a good reason
- Carry out work as generated by the committee or volunteer groups such as attendance of special interest sub-groups or event organisation
- Keep in regular communication with SSS and other relevant parties as appropriate
- Share best practice with other individuals and institutions
- Promote SSS wherever possible in dealing with partners
- Support the use of the SSS brand in all official correspondence and other materials