

NOARLUNGA TENNIS CLUB INC.

VOLUNTEER POLICY

The Noarlunga Tennis Club recognises and appreciates the valuable time, effort and contribution volunteers make to the club and tennis in general.

All our volunteers give their time, unique talents, skills and knowledge to significantly enhance the opportunities for people to play tennis at all levels at the Noarlunga Tennis Club.

Our volunteers are individuals with a keen interest in tennis who go beyond their day to day confines of employment and normal responsibilities to contribute their time and service believing that their activity will be beneficial to tennis as well as being satisfying to themselves.

All Volunteers have a right to

- have access to appropriate Job Descriptions
- have their concerns listened to
- expect appropriate training to be offered if necessary
- receive constructive feedback
- be trusted with confidential information when necessary
- receive reimbursement of expenses when necessary
- receive respect and recognition of their volunteer work.
- have appropriate insurance cover

The Noarlunga Tennis Club has a right to

- receive a conscientious effort and service from volunteers
- expect volunteers to perform all tasks to the best of their ability
- counsel an inappropriate volunteer
- critique the performance of a volunteer in order to increase their skills
- expect that a volunteer will respect confidentiality
- expect that volunteers will acknowledge decisions made by the Executive Committee
- expect a volunteer will ask for support when it is needed

Volunteers will be acknowledged by

- Impromptu photos and notices placed in various locations round the clubroom
- Temporary Whiteboard notices
- Website items
- Verbal acknowledgement and a gift at the AGM, Senior and Junior Presentations
- Nominations for Local and State Awards
- President's Trophy for "Club Person of the Year"
- Honour Board for Years of Service and Roles

Executive Committee Noarlunga Tennis Club

