

# Volunteer Policy

## The Mlambe Project





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*This Policy applies to both The Mlambe Project (UK reg charity no: 1160518) and The Mlambe Project Limited (Malawian NGO).*

### Introduction

A volunteer is any person who supports The Mlambe Project in an unpaid capacity. The Mlambe Project has only one paid member of staff, and so relies largely on the goodwill and time of volunteers. Although there is no enforceable obligation on either a volunteer, or The Mlambe Project, where possible there should be a reciprocal relationship between the two.

### Volunteer Recruitment and Selection

The Mlambe Project is committed to equal opportunities, and volunteering is open to all, regardless of race, gender, sexual orientation, religion, or any other reason that does not create a risk to the Charity or the people it serves. The sole selection criterion will be the individual's suitability to carry out the necessary tasks.

All volunteers will be asked to attend an informal interview/discussion with a charity representative before volunteering with The Mlambe Project. Some volunteers may be subject to a DBS check - see [The Safeguarding Policy and Procedures](#).

### Expenses

Volunteers should consult [The Financial Control and Delegation Policy](#) before incurring any expenses.

### Insurance

The Mlambe Project's liability insurance covers the activities of volunteers, but not the personal possessions of volunteers.

### Safeguarding

Any volunteer who wishes to raise a safeguarding concern is encouraged to do so as soon as possible. Please see [The Safeguarding Policy and Procedures](#) for more information.

### Health and Safety

Volunteers intending to travel to Malawi should read the [Volunteering in Malawi Health and](#)



## Emergency Policy.