



Everyone needs a home

HFS Volunteer/Student Placement Policy

GENERAL PRINCIPLES

The purpose of this policy is to provide overall guidance and direction to volunteers and students working at Homes First.

This policy applies to all volunteers and students in all programs and projects undertaken on behalf of the agency, and in all departments and properties of Homes First.

A “volunteer” is anyone who, without compensation or expectation of compensation, performs a task at the direction of and/or on behalf of Homes First. A “volunteer” must be formally accepted and enrolled by the Homes First Volunteer Coordinator prior to performing a task.

Policy:

Homes First recognizes the benefits that volunteers provide to enrich the lives of the people we support. We strive to provide meaningful volunteer opportunities that contribute to the success of the organization.

Homes First accepts and encourages the involvement of volunteers at all levels of the agency and within all appropriate programs and activities. All Homes First staff are encouraged to assist in the creation of meaningful and productive roles in which volunteers might fill.

Homes First also accepts as volunteers individuals participating in student placements and projects, corporate volunteer groups, as well as volunteers from other volunteer referral programs.

Service at the Discretion of the Agency:

Homes First accepts the service of volunteers with the understanding that such service is at the sole discretion of the agency. Volunteers must meet the qualifications required of the position in order to obtain such position.

Volunteer/Student Rights and Responsibilities:

Volunteers/students are viewed as a valuable resource to this agency, its staff, and its clients. Volunteers shall be extended the right to be given meaningful assignments, the right to be treated respectfully, fairly, and with dignity; the right to effective supervision; the right to involvement and participation; and the right to recognition for work done.

In return, volunteers shall agree to actively perform their duties to the best of their abilities and to remain loyal to the goals, mission, and procedures of Homes First.

-
- As per Toronto Shelter Standards, 2016: Section 12.4(a)(ii).
 - Created on February 22, 2017.
 - Approved by HFS Governance and Nominating Committee on February 25, 2017; to be reviewed in 2022.
 - Approved by HFS Board of Directors on March 28, 2017.
 - The Policy applies to all of Homes First.