

## AUC Members' Volunteer Involvement

*Volunteer: A volunteer is someone – including directors, officers and trustees – who is not provided compensation for their role in a non-profit, apart from being reasonably reimbursed for their expenses.*

The effectiveness of the work of Alberta Underwater Council depends on contributions by our volunteers, including board members, staff, club and community volunteers. Volunteer efforts certainly greatly amplify our impact.

Member Volunteers: Your Responsibilities, remember when volunteering for the AUC or any non-profit you need to know:

- scope or description of work/duties you will perform – when, where, how, who with
- any authorizations, training, equipment or requirements for work to be completed
- what will be “out of scope” for your role/duties

Please receive all appropriate orientation & training you need to perform your duties.

Note that the AUC carries sport accident insurance that may apply to you while volunteering. Take note and discuss any potential liability risks and how best to mitigate them while volunteering.

Ask questions about your role and responsibilities’ when volunteering. Act in good faith within your scope of duties.

With the ‘volunteer liability protections’ in Alberta’s *Freedom to Care Act*, you are now protected from liability claims as long as you are:

- acting in good faith within your scope of duties
- not causing harm or damage as a result of:
  - willful, reckless or criminal misconduct
  - gross negligence
  - operating a motor vehicle
  - being unlawfully impaired by alcohol or drugs when the harm or damage occurred

## AUC Board Member Volunteers:

It is also important that board members understand and appreciate the day-to-day work of the organization.

Board members whose contribution is normally focused on governance, organizational stewardship and planning are usually welcome and encouraged to contribute at an operational level as direct service volunteers, unpaid office staff, fundraising and event helpers.

If a board member has subject matter expertise related to a core program or a specialized organizational need (e.g. IT). It is up to the Executive Director/President whether or not to accept such offers. Such work ought usually to be in a non-managerial capacity.

Board members who volunteer outside of their board role are expected to take their direction from staff.

The board may decide in special circumstances to appoint one or more of its members to serve in operational support role as a volunteer during an absence of the executive director/CEO or another key staff position. Such temporary appointments should provide clarity regarding their reporting requirements. Otherwise, board member volunteer involvement in a non-board role will be reported to the board by the executive director/CEO for information and acknowledgment purposes.

If Board members who serve as operational volunteers have difficulty separating their governance and operational roles, they may be expected to (or want to consider) leaving the board or stepping away from a particular operational role.

