

## Southwell u3a Policy for Managing Volunteers

Southwell u3a recognises the vital importance of all those who volunteer to help in the running of the u3a and will strive to ensure that it supports its volunteers in all that they do.

## The volunteers are

- the committee,
- the social/trips committee,
- the holiday committee,
- group leaders and group officials,
- the membership team,
- the monthly meeting team (being the speaker seeker, welcomers, sound team and refreshments team).

## Southwell u3a will

- ensure the timely rotation of volunteers, where appropriate, so that no-one feels that he/she must stay in their role beyond the time he/she wishes to do so,
- make sure the volunteers have the resources necessary to fulfil their role,
- support volunteers where they face problems or difficulties in fulfilling their role.

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