



Volunteer Worker Contract

ESA Country Ministries highly values the work of the many Volunteer Workers who contribute greatly to the fulfilment of the Great Commission through ESA activities. ESA operates as a team based organisation, with volunteer workers fulfilling a variety of roles, some of which require specific skills, experience or qualifications. Not everyone is a leader, but everyone serves in the team and is valued for his or her contribution. We take seriously the role that all people have within the ESA work and therefore we have standards that we keep to ensure professionalism, safety and duty of care at all times. As a Volunteer Worker you are required to read and sign the below statements as a legally binding contract with ESA Country Ministries.

Volunteer Worker Minimum Requirements

1. An active member of a local Christian Church
2. Submits to the Authority of the ESA Board, CEO and Pastoral Workers
3. Has a current Working With Children Check (a receipt of submission is not adequate)
4. Submits an appropriate National Police Check if needed (at the cost of the applicant)

Commencing date

Your participation in the ESA activities is to commence from 1st January 2014

Position content

You will be designated as a VOLUNTEER WORKER and undertake a variety of work under the supervision of ESA Pastoral Workers, Volunteer Workers and/or other ESA staff.

Attendance requirements

1. Attends relevant equipping and training events during the year, minimum of four hours.
2. Team meetings for the activities you will be working on
3. Professional Standards sessions as required.

Remuneration

As this is a volunteer position, there is no salary, stipend or unauthorised reimbursements for this appointment.

Character of relationship

Your relationship with ESA Country Ministries is defined as participation as a Volunteer Worker and is not to be construed as an employment relationship. Accordingly you will not be eligible for any contractual or statutory entitlements usually associated with a contract of employment (eg., annual leave, sick leave, superannuation contributions, workers compensation etc.). As a volunteer worker, you are covered by the insurance policy of ESA for personal injury while engaged in your role.

ESA Code of Conduct and policies

You will be expected to respect and comply the policies and procedures adopted by ESA as varied from time to time, including ESA's Professional Standards.

You are required to consent to and be bound by the Code of Conduct (online). In addition you agree with the ESA Statement of Mission, Vision and Values (online).

Your Rights and Responsibilities

In accordance with the recommendations of Volunteering Australia, Volunteer Rights (online) outlines your basic rights as a volunteer.

Grievance Process

ESA takes seriously any complaints made against ESA Workers. As such, ESA has an independent Director of Professional Standards who deals with all complaints confidentially. Contact details are available on the ESA Website.

Withdrawal as a Volunteer Worker

You may withdraw as an ESA Volunteer Worker at any time or ESA may require you to withdraw from the team, by giving one week's notice in writing.

Please indicate your acceptance of the conditions set out in this letter, by signing the duplicate copy and returning it to us as soon as possible. In closing, I would like to take this opportunity to welcome you and to wish you every blessing for the ensuing year.

Authorised ESA Staff Representative Name: Title:	
Date of Offer	

Applicant Acceptance I understand and confirm my acceptance of the conditions set out in this letter.
Print Name:
Signature:
Date of Acceptance