



## **YUMI (York Unifying and Multicultural Initiative)**

[www.interculturalyork.org](http://www.interculturalyork.org)

### **VOLUNTEER POLICY**

#### **1: About YUMI**

**YUMI** is a local, intercultural network with a strong ethical foundation and a vision for social change through active engagement at grass-roots level. Through our events, projects and activities we enable people from a wide range of backgrounds, beliefs, values and lifestyles to support each other, develop their talents and skills, celebrate each others' achievements, and take part in public projects and events.

Our aims are to

- significantly strengthen the sense of confidence and belonging in people from BME groups (ie people who have come to live in York from around the world) in York, and to
- positively influence attitudes to difference and diversity

Our objectives are to empower people from BME groups to make significant and lasting change to their lives by supporting them to

- engage in and lead community activities and
- take on leadership and mentoring roles in the community

All our projects are developed with this in mind and an intrinsic part of our work involves developing the skills, knowledge and experience within our volunteer network to enable us to make this vision a reality.

YUMI increasingly relies on the talents, enthusiasm and support of volunteers to keep things going develop our projects and activities and strengthen our links with the local community.

#### **2: About our Volunteering Policy**

This policy sets out the broad principles for voluntary involvement with YUMI. We want to ensure that we are fair and consistent, and have good volunteering management practice throughout our activities and projects.

As YUMI develops and grows we will need to review our policies so that we are sure that they are relevant to our organisational development and are in line with current legislation. We welcome your comments on this policy.

#### **3: YUMI Values and Principles**

All our projects are intercultural. None works with one culture alone. All our work is underpinned by the belief in the collective strength of diversity, the huge learning and skills enhancement that can take place when people whose beliefs and lifestyles are very different get together in a common purpose, and the significant long-term, positive social change that can occur as a result of this interaction.

We are committed to the people who get involved with YUMI, who put time and energy into our activities, who have the courage to take 'centre stage' and who are prepared to take risks to make change happen. It is these people who are now central to the organisation, to the planning and delivery of our main events and who have such a strong impact on the local community. We see the difference they make.

#### **4: Our Relationship with our Volunteers**

Although volunteers offer the gift of time freely and without a binding obligation, we presume mutual support and reliability: we see our relationship with volunteers as very special, one that connects us through the values of trust and shared understanding. We also want to make sure that our standards are high – in terms of what YUMI expects from volunteers and what volunteers expect from YUMI – so that our good reputation is maintained.

#### **5: Our Recruitment Process**

Many of our volunteer roles in YUMI do not require special skills or experience – just a willingness to learn and get stuck in! Any skills needed will be clearly outlined in our role descriptions.

We will advertise volunteering possibilities via our website, social media, through our network and through the York CVS. If you are interested in volunteering for YUMI we will ask you to fill in a short application form, and come for an informal chat. If your role involves training, we will make sure that you receive this – whether through us directly, with local professionals or through a regional training agency.

Additional screening, such as references and CRB checks is required for certain roles where appropriate.

#### **6: Equal Opportunities**

YUMI is committed to being an equal opportunities organisation. Volunteers are actively encouraged from a wide cross-section of backgrounds and faiths to reflect the diversity of the groups involved in our projects. We believe that volunteering should be open to all, regardless of age, race, colour, nationality, ethnic or national origin, disability, sexual orientation, gender, marital or parental status, religion, political beliefs or socio-economic background. Acceptance of a volunteer will be made on merit. A copy of our policy will be available to you.

#### **7: Health and Safety**

Volunteers are covered in YUMI's Health and Safety policy and are covered for voluntary work under our insurance. A copy of our policy will be available to you.

#### **8: Communication and Problem Solving**

We will provide you with a named person for you to go to with any queries, concerns or comments.

After you have been volunteering with us for a while – usually after about a month - we will have an informal review to ensure that everyone is happy with how things are going. We will also set up regular feedback sessions to catch up, discuss any issues and exchange views.

We aim to treat all volunteers fairly and consistently. If there are complaints by or about volunteers we ensure that the volunteers' views are heard and aim for a positive and friendly solution. In the first instance you should take your grievance to your named contact person. A copy of our full grievance and disciplinary procedure is available on request.

YUMI knows that volunteers are free to end their involvement at any time. We try to hold an exit chat to find out why, share any learning points, and see if the person may want to be involved again in the future.

### **9: Money Matters**

You should not be out of pocket because of volunteering with YUMI. We can pay reasonable expenses for travel costs (ie. travel by the cheapest means available - we encourage volunteers to come by bus, walk or cycle). We can also pay for other agreed expenses for which you will need to provide receipts, and submit an expenses claim form.

If you are in receipt of benefits you are responsible for notifying the appropriate authorities.

**IF YOU REQUIRE THIS INFORMATION IN A DIFFERENT FORMAT OR LANGUAGE PLEASE DO NOT HESITATE TO CONTACT US: [amanda.kent@yumiyork.org](mailto:amanda.kent@yumiyork.org)**