

Volunteering policy Noaks Ark Syd 2014

What do I gain from being a volunteer?

As a volunteer, you take benefit of our free two-day training course at Noaks Ark Syd, where you receive knowledge about HIV in Sweden and worldwide as well as how it is to live with HIV. Through participation to the training course and in the organization's work, you receive updated knowledge and insights that can be worthy on a pure personal basis or on a professional basis. When you have been active as a volunteer, you will get a certificate testifying about your commitment. You will also get to meet other volunteers and have a great time together while contributing with rewarding inputs for the organization.

Who can become a volunteer?

In order to become a volunteer at Noaks Ark Syd, you would need to be over 18 years old. It is required to share Noaks Ark's values and to be willing to actively participate in the prevention work against HIV for at least 10 hours per year. After every volunteer input, you will need to fill in a note that reports about the time that you have devoted.

To become a volunteer at Noaks Ark Syd, you will first need to go through an initial meeting with the organization's volunteer coordinator. This is in order for the volunteer to have more information about what it entails to work as volunteer in the organization and for the volunteer coordinators to have more information about the applicant. Because the organization have an open space for HIV-positive and their dearest, it is important that the applying volunteer is suitable. You will have to as well go through an introductory education on HIV in Swedish or English.

Volunteers are recruited depending on suitability. A volunteer may face cancellation of its status if the person has broken the organization's bylaws, the confidentiality agreement, or is not in agreement with the organization's stand against stigmatization and discrimination or have behaved in an unsuitable and hurtful manner to the organization.

What is required from you as a volunteer?

To be a volunteer for Noaks Ark Syd implies that you accomplish unpaid inputs for the organization. The volunteers are of inestimable help for the organization and the objective is to contribute for the work as well as to expand the organization by being an extra resource. It is therefore desirable that the volunteer has the willing to take responsibility, initiative and is self-driven.

As a volunteer, you will sign a confidentiality agreement which binds you to an oath of silence. You will not speak about the organization's members or others that you meet within the organization. You will come in contact with people that will share with you their private lives, HIV-status, or sexuality. What you will hear has to be kept confidential. Even if you do not think that the information is sensitive, the individual might not have the same opinion. As a volunteer, you have the right to seek support and tutoring regarding your volunteering tasks from the staff in Noaks Ark.

As a volunteer, you agree to carry out the mission that you have committed yourself to and in good





times notify the responsible staff that you are not coming to a volunteering task due to illness. Further required is to respect Noaks Ark’s members, volunteers and staff. We expect from you to support the organization’s values that human beings are equal regardless of their ethnicity, religious affiliation, sexual orientation, gender, gender affiliation, age, disability and HIV-status.

To represent Noaks Ark

When you represent the organization during your volunteering tasks, you are Noaks Ark face to the outside world. It is therefore important that you provide accurate and research-based information about HIV as well as not to act or express yourself in a way that goes against Noaks Ark’s values. Alcohol and drugs are strictly forbidden during volunteering tasks and may lead to one being relieved from one’s duties with immediate effect. It is not allowed for volunteers to express themselves in the media on Noaks Ark’s behalf. If you get contacted by a media, you will have to refer to or consult someone within the staff or the board before you express yourself and let yourself being photographed. You should not express your opinions on Noaks Ark’s name. Even as a private person, you should keep in mind that you can be associated with Noaks Ark and that your opinion can be perceived as being the same as the organization. The media includes also active participation in social media.

It is not allowed to film or photograph within the venue or within other events that the organization is arranging without having first got permission from an organization’s responsible.

Compensation

As a volunteer, you will perform tasks without compensation for your inputs. However, Noaks Ark Syd will cover for costs related to volunteer tasks as travelling expenses and in some extent food expenses when for example you are signed up for a whole day.

When a volunteering task requiring specific competencies is being performed such as translating information to newly arrived migrants, the organization can then provide compensation to the volunteer.

I hereby certify that I have read and will follow Noaks Ark Syd volunteer policy.

Malmö

.....

Name and date, volunteer

.....

Signature of volunteer coordinator

