Volunteer Placement Agreement

This Placement Agreement is between _____
and _____, who is
placed in the the post of _____
at _____

1 **Tasks:**

2. **Responsible to**:
Line Manager:

3. **Start Date of Placement:**

4. **Length of Placement**:

5. **Rights & Expectations:** Both parties will adhere to the Rights & Expectations as detailed overleaf.

6 **Induction:** All volunteers will complete and adhere to the organisation's induction process (see overleaf).

7 **Benefits:**

- Expenses: Holidays: n/a
- Training: in discussion with line manager
- Social Activities: invited to office & other social events

I accept the terms and conditions detailed above, and agree to abide by the organisations' policies and procedures.

Volunteer…….. **Signature**……

Position……. **Date** ……

Line Manager…….. **Signature**……

Position …….…… **Date**……