

 Habitat for Humanity® Waterloo Region	VOLUNTEER DISMISSAL POLICY	Policy # A&O (7f)
Policy Name:	Volunteer Dismissal Policy	
Division:	Volunteers	
Subheading:		
Approval Date:	June 12, 2024	

VOLUNTEER DISMISSAL POLICY

INTENT

To ensure that the dismissal of volunteers is fair, equitable, and reasonable based on the process outlined in this policy and the expectations, responsibilities, and consequences of volunteer actions.

POLICY

Volunteer Services staff can dismiss a volunteer if the volunteer does not meet the expectations and responsibilities outlined in their role description. Dismissals will be conducted according to the volunteer dismissal procedures.

RESPONSIBILITY

Volunteer Responsibilities

Volunteers are responsible for understanding HabitatWR's expectations of them and being aware of the dismissal policy.

Staff Responsibilities

Volunteer supervisors will determine the responsibilities of each volunteer role, along with any associated expectations, boundaries, duties, and appropriate rules. Every volunteer supervisor will ensure volunteers are aware of their expectations and responsibilities and all possible consequences for failing to meet these expectations, breaching a boundary, or engaging in inappropriate behavior. When necessary, volunteer supervisors are responsible for following the procedures of this policy.

REFERENCES

A&O Procedure 7.3 Volunteer Dismissal

Habitat for Humanity Waterloo Region Volunteer Code of Behaviour

