

NASW Oregon Chapter *Volunteer Policy & Agreement*

Definitions

- NASW Oregon Chapter volunteers are members of NASW Oregon Chapter Committees, Councils, Districts, Taskforces and all other groups conducting business and activities on behalf of the NASW Oregon Chapter.
- NASW Oregon Chapter Leadership are Chairs of NASW Oregon Chapter Committees, Councils, Districts, Taskforces and other Ad Hoc Groups, or members of the NASW Oregon Chapter Board of Directors.

Policies

- All Committee, Council and District activities are accountable to the NASW Oregon Chapter Board of Directors and subject to approval by the President or Executive Director according to NASW Oregon Chapter Policies, Operations and Guidelines.
- NASW Oregon Chapter volunteers are subject to annual appointment by the President or the Executive Director.
- Should policy violations or other complaints regarding volunteer conduct occur, NASW Oregon Chapter volunteers are subject to dismissal by the NASW Oregon Chapter President or the Executive Director.

Terms of Agreement

Volunteers of NASW Oregon Chapter Agree to:

- Be NASW members in good standing, unless an exception is granted by the Executive Director or President.
- Act in the best interest of the Association, and manage its affairs with diligence and prudence.
- Promote the Association's purposes and well being, rather than any private interest. NASW Oregon Chapter volunteers will avoid conflicts of interest and will not personally benefit in any monetary or material way from transactions with, for, or on behalf of the Association.
- Conduct him/herself in a manner consistent with professional behavior while conducting NASW business, such as using good judgment in decision making and adhering to the Chapter's structure, operations and policies.
- Attend trainings as needed. Certain roles, such as being a member of the Board or Ethics Committee, requires attendance at specific training sessions in order to participate.
- Request approval from the President and/or Executive Director prior to organizing any NASW events, projects and/or other activities independent of an established Committee, Council, District or other Ad Hoc group.
- Forward any requests from the media to the President or Executive Director and if contacted by the media, not to act as a representative of NASW without prior written consent.
- Handle the contact information of NASW Oregon Chapter Leadership, volunteers and staff with respect, privacy and good judgment. Contact information should be reserved for business related to NASW, unless permission is granted, or other agreements are made, to use the information outside of NASW business.

NASW Oregon Chapter Agrees to:

- Mentor, support and recognize the efforts of its volunteers to function well in their role.
- Train all volunteers as appropriate to their role with the Chapter.
- Inform volunteers of the necessary policies, procedures, and/or forms to function well in their role.
- Provide administrative and staff support for volunteer committee, councils and ad hoc groups.
- Provide meeting space outside of business hours for all NASW committee, councils and ad hoc groups.
- Inform volunteers about available leadership positions within the Chapter.
- In the case of a violation to this agreement, engage in efforts to resolve issues in a fair and timely manner.