Anglican Diocese of Gippsland

Community services ministries – Level 3

General information

Attachment 4.2.2

Community services ministries involve a church or non-church person volunteer working in any Parish or Diocese initiative. For example: volunteering (but not managing) to work in Op Shops, assisting (but not managing) community meal programs, gardeners or lawn mowers, flower arrangers etc.

All volunteers undertaking a Level 3 Clearance (Community services ministries) are required to:

1. Have a current Working With Children check.
2. Have a current Police Check.
3. Sign the 'Community services ministries Code of Conduct'
4. Undergo a 3 month probationary period.
5. Undergo an annual review.

The role of the 'Community services ministries' volunteer is to undertake tasks as outlined by people managing the Church initiative AND to behave in accordance with the Code of Conduct (below)

Community services ministries Code of Conduct

Community services ministries volunteers must:

- Behave honestly, with integrity and with due care.
- Treat everyone with respect and courtesy - harassment, and bullying are not tolerated.
- Be mindful of the safety and care of vulnerable people - and report any concerns.
- Comply with all applicable Australian laws.
- Use church property and money efficiently, carefully and honestly without misapplication and/or misappropriation, - where applicable.
- Comply with lawful or reasonable directions given by a person with authority to give that Direction.
- Maintain appropriate confidentiality in relation to dealings with Committee Members, Coordinator and/or Managers.
- Disclose, and take steps to avoid, any conflicts of interest whether real or apparent.
- Not provide false or misleading information.
- Behave in a way that upholds the values, integrity and reputation of the Church.

Breaches of this Code of Conduct may attract disciplinary action. Disciplinary action may include: investigation, removal of privileges or access, repayment of monies, referral to Police in the case of unlawful behaviour, and termination of employment/engagement.

Name : …… Contact phone number: ……

Address: ……

Applying to work in: Commencement date / /20..

I agree to the confidentiality, privacy and respect as outlined in the role description and the Code of Conduct. I have read and understand the terms of agreement as stated in the role description.

Signed: _____ / ./20..
(Volunteer)

Signed: _____ / /20..
(Parish Representative)