



Community Service Agreement

Thank you for agreeing to do your Community Service Hours with HCSG. You are now a Volunteer and have an important role in our service. This Agreement has been developed to ensure you fully understand your role, rights and responsibilities.

This agreement is made between HCSG and working in the
Name of Student
role of for the period of.....

LENGTH OF AGREEMENT AND HOURS OF COMMUNITY SERVICE

..... will undertake their Community Service forhours on
day(s) for weeks commencing on to a total of hours.

DESCRIPTION OF COMMUNITY SERVICE ACTIVITY

RIGHTS & RESPONSIBILITIES AS A COMMUNITY SERVICE VOLUNTEER

RIGHTS

- To be treated as a valuable member of the team.
- To contribute to the work of HCSG in a way that is fulfilling.
- To choose the work you wish to undertake.
- To receive the ongoing support you need to successfully undertake your Community Service.

RESPONSIBILITIES

- To adopt HCSG's values of trust, respect, dignity and integrity.
- To possess a willingness to accept people as they are.
- To listen with understanding and treat conversations with respect and confidentiality.
- To work within the scope of your description of Community Service Activity.
- To seek out direction if you are unsure about your role.
- To inform the Volunteer Coordinator if you are unable to work the times agreed as soon as possible.

INSURANCE

As per school excursion insurance.

SUPERVISION

HCSG Volunteer Coordinator will arrange the Community Service and will be the liaison between HCSG and school. Contact Number 9295 6155

The HCSG staff member directly supervising the Community Service will be

FEEDBACK TO HCSG

Please provide feedback to the Volunteer Coordinator about your Community Service. This will assist HCSG to plan future Community Service Activities for students.

Signed:

Student: _____

Date: _____

HCSG Volunteer Co-Coordinator: _____

Date: _____