

BCA

Independent Advocacy Services

ROLES AND RESPONSIBILITIES

BCA will ensure that

There is a clear timetable and procedure for recruiting and training volunteers:

- Enquiries will be responded to promptly.
- Prospective volunteers will be asked to complete BCA's volunteer application and record form and to sign a confidentiality agreement
- Prospective volunteers will have the opportunity to meet the Volunteer Recruitment Officer to discuss the role of volunteer advocate
- Volunteers will be asked to attend a pre-training induction session lasting about 1½ hours
- Volunteers will receive full training about the roles and responsibilities of being a volunteer advocate. The basic training course requires attendance on three days.

BCA gives volunteers the opportunity to

- be part of BCA regardless of race, religion or sex
- have the satisfaction of knowing that what you do is of real worth

BCA undertakes that Volunteers can

- have the confidence that you can rely on consistent support and adequate resources
- refuse to carry out any request they consider to be unreasonable.

In return BCA expects Volunteer Advocates to

- keep information learned as a result of being an advocate confidential
- accept and uphold the values and principles of citizen advocacy at all times and adhere to the code for advocates
- promote the rights of vulnerable people to be included in and valued by society
- promote and support the work of BCA with vulnerable people
- work together with and support other volunteers
- complete an annual evaluation of their citizen advocacy Partnership

- be reliable and honest

Tel: 01874 625603

Mobile: 07974 652257

Email: bca@keme.co.uk

