



Volunteer Policy

At the YMCA of the Cayman Islands, we greatly value the contributions of our volunteers. Their dedication and support are integral to the success of our programmes and initiatives. We believe in creating an inclusive and welcoming environment for all individuals who wish to volunteer their time and skills.

1. Volunteer Eligibility:

- a. Volunteers must be at least 18 years of age unless otherwise specified for specific programs.
- b. Volunteers must complete the YMCA Volunteer Application Form and any necessary background checks. (For individuals volunteering in roles that do not involve direct interaction with children, a police clearance is not required as a part of the onboarding process.)

2. Volunteer Roles and Responsibilities:

- a. Volunteers are expected to adhere to the YMCA's mission, values, and code of conduct at all times.
- b. Volunteers must respect confidentiality and privacy laws, particularly regarding sensitive information about members, participants, and staff.
- c. Volunteers must maintain a professional and respectful demeanour when interacting with YMCA staff, members, participants, and the public.

3. Cash Handling procedure

- a. Only designated YMCA staff members are authorized to handle cash transactions on behalf of YMCA of the Cayman Islands. Volunteers are not permitted to handle cash without direct supervision or in the presence of a YMCA Staff member.

4. Volunteer Training and Orientation

- a. Once the application is reviewed and approved, volunteers working directly with children will participate in an orientation session to familiarize themselves with the YMCA of the Cayman Islands, its mission, values, policies, and procedures. In addition, these volunteers will receive further training on child protection policies, appropriate behaviour guidelines, and in some cases CPR/AED & First Aid training and reporting procedures.

5. Code of Conduct

- a. All volunteers are expected to adhere to a code of conduct that reflects the core values and standards of the YMCA of the Cayman Islands. This includes professionalism, honesty, respect, caring, responsibility, confidentiality, and maintaining appropriate boundaries.



b. Volunteers must adhere to the YMCA's policies regarding children, harassment, discrimination, and inappropriate conduct.

6. Supervision and Support

a. Volunteers will be supervised and supported by designated staff members who will provide guidance, answer questions, and address any concerns that may arise during their volunteer work.

7. Reporting Procedures

a. Volunteers are encouraged to report any incidents, concerns, or suspicions regarding the safety and well-being of children to the designated staff within YMCA of the Cayman Islands.

8. Confidentiality

a. All information obtained during the volunteer onboarding process, including background checks, will be treated with strict confidentiality, and used solely for the purpose of volunteer placement and ensuring the safety of participants.

9. Acknowledgment and Agreement

a. By submitting a volunteer application, individuals acknowledge that they have read, understood, and agree to comply with the policies and procedures outlined in this Volunteer Policy.

b. The YMCA reserves the right to terminate the services of any volunteer who fails to comply with this Volunteer Policy or whose conduct is deemed detrimental to the organization's mission, values, or reputation.

c. YMCA of the Cayman Islands reserves the right to review and update this Volunteer Policy as necessary to ensure the safety and effectiveness of our programmes.

Conclusion: By volunteering with the YMCA, individuals contribute to the well-being of their communities while also gaining valuable experiences and skills. This Volunteer Policy serves to ensure a positive and productive volunteer experience for all involved parties.