

# LMH VOLUNTEERS INC



## POLICY & PROCEDURES DOCUMENT

**POLICY TITLE:** BEST PRACTICE

**POLICY NUMBER:** 4.1

### **POLICY STATEMENT:**

*In line with its Mission and Goals, the Lyell McEwin Regional Volunteer Association seeks to operate its services in a 'best practice' manner and environment.*

*Accordingly it upholds (but is not bound by) & actively works towards meeting the criteria established in the National Standards for Volunteer Involvement endorsed by 'Volunteering Australia'*

### **EXPECTED OUTCOMES:**

1. That the Lyell McEwin Regional Volunteer Association shall have clear and recognised competencies to use as a guide benchmark in the operation of its services (Volunteering Australia National Standards)
2. That the Lyell McEwin Regional Volunteer Association shall operate in a best practice manner
3. That the Lyell McEwin Regional Volunteer Association shall meet the requirements set out in its mission and goals
4. That Lyell McEwin Regional Volunteer Association shall be able to act as a 'best practice' model for other organisations in the sector
5. That Lyell McEwin Regional Volunteer Association shall be in a position to undergo any appropriate Accreditation processes

### **PROCEDURES (To implement Policy)**

1. That a copy of the endorsed competencies be available for perusal for all interested parties. A current copy of the standards shall be kept in the Volunteer Administration Office.
2. The competencies shall be updated as reviews are undertaken by Volunteering Australia
3. The competencies shall be referred to when establishing new policies and practices to ensure that the Lyell McEwin Regional Volunteer Association are meeting relevant competencies to the activity being undertaken
4. The competencies shall be reviewed at the same time as the policy in accordance with LMH Volunteer Association Policy number 2.4

Policy passed by Board of Governance on September 20<sup>th</sup> 2000

Policy last reviewed on: November 2010