



Wycliffe Associates (UK)

Registered Charity No: 1007772

Membership Policy

Policy Owner: Operations Director

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Objective

This policy describes the arrangement between Wycliffe Associates (UK) Trust (WA) and its members. It has been written to ensure that all our members are treated fairly and consistently and know what to expect from us.

Introduction

WA is a Christian organisation and will at all times seek to relate to its members in ways that reflect biblical values. WA is a registered charity, overseen by a board of trustees, and has a mission to serve Christian workers operating overseas by using the skills of its members volunteering from home. WA's mission statement is "Serving world mission from home." WA gratefully acknowledges the time and talents freely offered by its members to support its work.

What Members Can Expect of WA

1. Induction and Training

- We will provide an induction to WA and suitable training. All members will receive an induction pack with relevant information and policies.

2. Supervision, Support and Flexibility

- All members will be given adequate and flexible supervision and support in their volunteering roles.
- The standards we expect for our services will be explained to all members, who will also be encouraged and supported in seeking to achieve and maintain them.
- WA will seek to help all its members to develop the appropriate and necessary skills for their volunteering roles.

3. Expenses

- WA will reimburse its members for reasonable expenses incurred for WA work. Receipts will need to be provided for most claims.

4. Health and Safety

- We will provide adequate training and feedback in support of our health and safety policy.



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5. Insurance

- Our insurance provides third-party liability cover for members whilst carrying out their volunteering roles as approved and authorised by us.
- We do not provide insurance cover for members using their own vehicles or for loss or damage to their other assets or equipment used for WA purposes. In most cases any risks should be covered by a member's own insurance policies but members should check this with their insurers, particularly if they are using a vehicle for WA purposes.
- Where a member needs to purchase extra insurance to cover WA work (for example to cover overseas travel for WA) funds may be available to assist and the member should ask his or her coordinator about this.

6. Problems

- WA will try to resolve fairly any problems, complaints or difficulties that members may have.
- In the event of an unresolved problem, a member will have an opportunity to discuss the issues in accordance with the measures set out in our Grievance Procedure.

What WA Expects of its Members

- Adherence to Christian standards, principles and practices in dealings with other members and clients;
- Respect for the values and principles held by WA and adherence to its policies and procedures as published on the WA website;
- The highest possible standards of work to the best of each member's ability;
- Respect for the trust that exists between WA and its clients and the confidentiality this entails;
- An undertaking not to bring the work of WA and its members into disrepute;
- A willingness to meet any time commitments and standards that have been mutually agreed or, when this is not possible, to give reasonable notice so that other arrangements can be made;
- Provision by members of their own insurance to provide adequate cover for using their assets (such as computers, vehicles and homes) for WA purposes.

Termination

WA does not employ staff and does not desire or intend to create a legally binding contract of employment with any of its members, now or at any time in the future. Membership of WA may be cancelled at any time, at the discretion of either the organisation or the individual member.