

Position title	
Business unit	
Directorate	
Reports to	
Location	
Hours	
Benefits	

About Glen Eira City Council

Glen Eira City Council works with and for the community:

- to provide quality facilities, services, safeguards and supports;
- towards goals that are beyond the capacity of individuals, but achievable when working together;
- in accordance with the overall community values, needs and priorities;
- in a caring, accountable and professional manner; and
- to provide value for money for present and future generations.

We are a high performing and values-based organisation. Council employees and volunteers aim to be:

- Engaged
- Connected
- Proud

GLEN EIRA CITY COUNCIL

values

COLLABORATION
Working better together

RESPECT
Being understanding and considerate

SERVICE EXCELLENCE
Delivering for our customers

INTEGRITY
Being open and honest

INNOVATION
Expressing ideas and adding value

Our People
 Glen Eira Transforming Together

GLEN EIRA CITY COUNCIL

Role purpose and background

Key volunteering responsibilities

OHS, risk management, equal opportunity, charter of human rights and child safe standards

- Adhere to organisational policies and procedures to minimise injury and damage to assets and property.
- Adhere to Council's health and safety, equal opportunity and risk management policies, plans and procedures and relevant legislation, as well as act in accordance with the *Charter of Human Rights*.
- Actively participate in reporting matters of health, safety and Council asset damage.
- Demonstrate and promote workplace behaviour that does not discriminate, bully or harass.
- Take reasonable care for your safety and the safety of others who may be affected by your actions or omissions.

VOLUNTEER ROLE STATEMENT



GLEN EIRA
CITY COUNCIL

Knowledge, skills and experience

Inherent physical requirements of the role

Other information

Approved by: _____ Date: _____