

VOLUNTEER AGREEMENT

Name:	Date of Birth:
Address:	
Post code and Town/ City:	
E-mail:	Telephone:
Contact person in volunteer group:	Consultant at Danish Refugee Council:
Volunteer group and activity:	

The Danish Refugee Council's core values

The target group for volunteer work are refugees and others with ethnic minority backgrounds. The initiative is based on the Danish Refugee Council's set of core values, which are: Humanitarian Approach, Respect, Independence and Neutrality, Inclusion, and Honesty and Transparency.

The volunteer work at the Danish Refugee Council is built up around 10 principles:

1. As a new volunteer, you have the right to an introduction to the Danish Refugee Council and the local volunteer group.
2. Your volunteer efforts are based on the involvement of those you help, and always on an equal footing with them.
3. Your work must be independent of party politics, religion or similar interests.
4. As a volunteer, you may not enter into any financial arrangements with the target group, nor cover any of their personal expenses. Likewise, you may not have close relations with the target group (family relationships, romantic partnerships and any other similar relationships of a private nature).
5. As a volunteer, you have the possibility to contribute with new initiatives and to participate in the democratic process of the volunteer group.
6. As a volunteer, you must be aware of circumstances where you may need to refer to a professional who has official responsibility.
7. Always contact your regional consultant if in doubt, in the event of problems within the target group, DRC partners or internally within the group.
8. You are permitted to represent the local volunteer work, for example, in relation to the press, but you may not comment on the Danish Refugee Council's other work.

9. As a volunteer with the Danish Refugee Council, you have a duty of confidentiality, and may not disclose other people's personal information without their prior consent. This also applies if you stop volunteering for the Danish Refugee Council.
10. Your work is in compliance with the country's current legislation, including The EU General Data Protection Regulation.

Child Protection Certificate

If you are a volunteer at an activity where you are in the presence of children under 15 years of age, the Danish Refugee Council must check if there is any information about you on the Criminal Register of Offences committed against children under 15 years old. This is a very important part of our work to ensure a safe environment for all refugees and volunteers. **You must give your consent to this check at flygtning.dk/attest.**

Storing of your information

Your information is collected and kept at the Danish Refugee Council in order to organise the volunteer effort. We keep your record safe and delete it when you resign as a volunteer. Your information may be shared internally within the organisation and can be accessed by our network of volunteer coordinators. We may contact you about our annual Landsindsamling and other support to the organisation.

Signature of the agreement

This volunteer agreement must be completed, signed and handed over to the volunteer group's contact person. This agreement may be terminated in agreement with the volunteer group's contact person.

Date

Volunteer

Date

Contact person / Consultant

flygtning.dk/frivillig

On this webpage, you can find information about refugees and integration, your nearest volunteer consultant, a toolbox for volunteers, a course schedule and the contact information for all employees.