



Volunteering at Steveston Community Centre

Volunteer Code of Conduct & Goals

As a volunteer with Steveston Community Society, I, _____ will:

TOPIC	INITIALS
Conduct	
<ul style="list-style-type: none"> • I will act respectfully, responsibly and with integrity at all times during my volunteer shifts. • I will perform tasks to the best of my ability. • I will stay within the tasks listed in my volunteer position. 	
Respectful Language and Behaviour	
<ul style="list-style-type: none"> • I will follow the City of Richmond’s Code of Conduct for a Respectful Environment while acting as a volunteer for the Steveston Community Society. • I will treat all volunteers, staff, and community members with dignity and respect. • I will not engage in bullying, discrimination or harassment toward others. I understand that malicious language & slurs are not tolerated. • I will respect everyone’s backgrounds, cultures, socioeconomic statuses, and identities! I will honour the diversity of perspectives, opinions, lived experiences, and histories of people. 	
Open-Mindedness	
<ul style="list-style-type: none"> • I will listen actively to participants, other volunteers, Staff, Coordinators, parents, and everyone I interact with. • I will validate everyone’s feelings and emotions before moving forward with open-ended solutions. • I understand that we are all here to learn together. I will keep an open mind to learning from and with others. • I recognise that mistakes are okay: I will learn from them, hold myself accountable, and keep a growth mindset. • I will work with everyone to create a safe environment to share feedback and “call-in” or “call-out” others when needed! Feedback is meant to be shared in a positive manner for development! 	
Accountability	
<ul style="list-style-type: none"> • I will be on time and fulfill my volunteer commitments. • I will show up for opportunities that I have committed to and have been scheduled for. • I understand that working in a team setting means that our work is collective. I will show up for and support my friends! 	
Communications	
<ul style="list-style-type: none"> • I will communicate with my supervisor if I will be late, absent or if my schedule changes. • I will communicate my needs and limits to my supervisor regarding my time, emotional or physical resources. • I will let everyone know about my boundaries and comfort levels. • I will ask for help or additional training when needed. 	
Use of Phones and Devices	
<ul style="list-style-type: none"> • I will put away my phone and devices for the entirety of my volunteer shift, in order to focus on my tasks and to provide respectful service to community members. • I will not take photos of participants or other volunteers. 	



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Clothing	
<ul style="list-style-type: none"> I will wear clothing that is appropriate and functionally suited for my volunteer duties. I will not wear clothing that includes offensive images or language. 	
Alcohol and Drugs	
<ul style="list-style-type: none"> I will not perform my volunteer duties while under the influence of alcohol and/or drugs. I will not bring or use alcohol and/or drugs at Steveston Community Centre. 	
Consequences of Non-Compliance	
<ul style="list-style-type: none"> I understand that failure to follow any or all parts of the Volunteer Code of Conduct may result in suspension or dismissal from volunteering at Steveston Community Centre. I understand that I may be dismissed immediately if I commit dangerous or harmful act(s), which include: <ul style="list-style-type: none"> Engaging in acts of abuse, harassment or violence to volunteers, staff or community members Committing a criminal offence (theft, assault, vandalism, etc) Being under the influence of alcohol and/or drugs during a volunteer shift. 	

I have read and understand the terms and conditions of the Volunteer Code of Conduct.

Volunteer Name (Print): _____ Date: _____

Supervisor Name (Print): _____ Date: Tuesday, August 19, 2025

Volunteer Goals

Goal 1:
Goal 2:
Goal 3:



Image source: Breeze Project Management

Write down 3 goals you have as a volunteer.

Refer to the SMART goals on the left to address all of the points!

What exactly are you trying to achieve?

How will you know when you've achieved it?

Is it genuinely possible to achieve it?

Does it contribute to your agency's revenue growth?

When do you want to achieve this by?