

# ARYA Member Volunteer Policy and Guidelines



## Policy

### Intent

This policy documents the conditions under which all ARYA Member volunteers for the 2024 IOM World Championship should be viewed and understood before a total commitment is made to the event.

The purpose of this policy is to ensure that:

- Volunteers clearly understand this policy's requirements in relation to travel, accommodation and administration.
- Volunteers are provided with the best available information for them to offer their time to the event and
- Effective management is provided for all volunteers.

### Definitions

<b>Volunteer Expenses</b>	Volunteers are responsible for all expenses incurred in supporting the 2024 IOM World Championship, apart from what is provided by the Organising Authority.
<b>Volunteer Travel</b>	The means and cost of travel to, during and from the event is the volunteer's responsibility.
<b>Accommodation</b>	Accommodation to, during, and from the event shall be the volunteer's responsibility for the arrangement, booking, and cost for the period.
<b>Organising Authority</b>	The Australian Radio Yachting Association and its appointed 2024 IOM World Championship Working Group.

### Responsibilities

It is the responsibility of the organising authority to ensure that:

- Volunteers are aware of this policy (by provision of this document);
- Volunteers will be assigned appropriate and related tasks to be performed with the associated hardware during the event.
- Volunteers will be provided with specific details of the tasks with daily briefings.
- Appropriate controls are in place to ensure the application of this policy and
- Any breaches of this policy coming to the attention of the organising authority are dealt with quickly and appropriately.



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## Volunteer Pack

The organising authority will provide to each volunteer;

Level 1: October 20<sup>th</sup> – 28<sup>th</sup> inclusive (minimum)

- Lanyard and Identification
- Event Polo Shirt together with a coloured task identification bib
- Free water, soft drinks and (Factor 50+) sunscreens. (race days only)
- Lunch vouchers for each day of the event (race days only)
- Vouchers for the Opening, Harbour Cruise and Closing ceremonies

Level 2 (Any dates between October 20<sup>th</sup> – 28<sup>th</sup> min)

- Lanyard and Identification
- Complimentary water, soft drinks and (Factor 50+) sunscreens.
- Lunch vouchers for each day of the event (race days only).

## Volunteer Insurance

All persons officially logged on as volunteers and performing roles as directed by IOMWC24 volunteer management will be fully covered for personal and public liability insurance during the event.

## Terms & Conditions

The IOM World Working Group reserves the right to review and revise these policies to address unforeseen circumstances or concerns and improve participants' overall experience.