

Working with volunteers

Best Practice 4 Reducing client and group risk



Does your group screen your volunteers?

It's sad but true – some volunteers might pose a risk to your clients or organization. They could physically harm people or steal from you. What are you doing to reduce these risks?

You should be screening all volunteers to some degree. This might mean getting everyone to fill out an application form and provide references. You might require all regular volunteers to go through a short interview. For high risk jobs, you might also want to check their criminal record or driver's record. You can continue to minimize your risks by regularly supervising and evaluating your volunteers.

A low risk job like envelope stuffing will not require the same screening as someone working in a high risk job like teaching kids in an unsupervised setting or managing the cash at a fundraiser. You should review every volunteer assignment to figure out the level of risk, and then screen based on the risk.

This is one of a series of ten best practices on volunteer management based on the Canadian Code for Volunteer Involvement (CCVI).

Call 456-4304 or email info@volunteerbureau.yk.ca for more information.

