



ArtSound Volunteer Policy

This Handbook includes the ArtSound Volunteer/Member Policies and contains ArtSound's House Rules, which describes the principles of volunteering within ArtSound, defines who is a volunteer, and sets out the rights and responsibilities of volunteers and the rights and responsibilities of ArtSound to volunteers.

All volunteers must sign the following agreement:



ArtSound FM Volunteer Agreement

I,(Name)

of(address)

Phone.....

Email.....

Date of Birth (for insurance purposes only).....

have read the ArtSound Volunteer/Member Information & Policy Handbook, including specifically:

- The Community Broadcasting Association of Australia’s Code of Practice provided with this document
- ArtSound’s House Rules (page 11)
- Volunteerism – Principles, the Rights of ArtSound, the Rights of Volunteers, and the Responsibilities of Volunteers (pages 10-13)
- ArtSound’s Policies (pages 25-46)

I understand and agree that:

- I will abide by ArtSound's House Rules, Policies and Procedures as outlined in this Handbook (as amended from time-to-time); and which has been supplied to me.
- ArtSound retains the ownership and copyright in all material produced at the station (including material produced by me)
- Programs I make and/or present will comply with all the codes, regulations and legislation relevant to public broadcasting, and will be in keeping with ArtSound's programming aims and objectives.
- ArtSound reserves the right to suspend or terminate my capacity to produce material and/or present programs should I contravene ArtSound's House Rules, any policies of ArtSound and/or the CBAA Codes of Practice. I will be given warning of this suspension or termination, which will comply with ArtSound's Disciplinary Policy (pages 36 of this Handbook).

.....
(Signature)

.....
(Date)

<i>Office use only</i>	
<i>Received on</i>	/ /
<i>Received by</i>	_____