

THE NORTH WEST CHILDREN'S SUPPORT GROUP



Founded 1976

Registered Charity No 1141826

Company Limited by Guarantee 07205677

RECRUITMENT POLICY

This policy must be read in conjunction with the following NWCSG Policies:

Safeguarding Policy, Volunteer Code of Conduct

Review Date: May 2017

POLICY STATEMENT

The North West Children's Support Group is committed to promoting the welfare of children and young people and to keeping them safe.

We are also committed to equality and to valuing diversity.

We aim to have volunteers who represent a variety of backgrounds and cultures and who can provide the relevant knowledge, skills and abilities required by our organisation.

The purpose of this Policy is

- To ensure that we recruit the best people available as volunteers for our charity
- To take all reasonable steps to prevent unsuitable people from joining our organisation
- To do all we can to achieve and maintain a diverse group of helpers.
- To ensure that our recruitment and selection processes are consistent and transparent.

We recognise that

- Unsuitable individuals sometimes seek out volunteering opportunities with children and young people in order to harm them
- New volunteers cannot perform their role effectively unless they are given proper training and receive ongoing support and supervision.

RECRUITMENT PROCEDURE

A NWCSG application form must be completed by everyone who wishes to volunteer with our charity

Volunteers who are new to the charity must provide two referees. All volunteers must have an Enhanced DBS certificate

All volunteers will receive an appropriate level of training, supervision and support. All new helpers irrespective of their background will receive training on Safeguarding.

All volunteers are required to comply with the NWCSG Volunteer Policy and will be asked to sign the NWCSG Volunteer agreement prior to **each** holiday.