Check our website for current volunteer opportunities.

If you are interested in applying for an available volunteer role, complete the <u>enquiry form</u>.

We will email you with a link to:

- RAY's Mission and Values
- RAY's Essential Volunteer Policies
- A sign up for an in-person Introduction to RAY session

After the introductory session, if you would like to volunteer with RAY, fill out the Application Form and email it to volunteers@refugeeactionyork.com.

## We will:

- Collect references,
- Send you a link to complete our online safeguarding training

When we receive your signed Volunteer Agreement, we will:

- · Return a final version for your records
- Contact you to arrange your first volunteering session
- Add you to the volunteer mailing list and volunteer drive, giving access to all policies and meeting notes
- Apply for an Enhanced DBS check (if required)

If none of the currently available roles are suitable, but you would like to be kept up to date with new volunteering opportunities, contact <a href="mailto:volunteers@refugeeactionyork.com">volunteers@refugeeactionyork.com</a> or sign up for the RAY <a href="mailto:newsletter">newsletter</a>.

At the Introduction to RAY session, you will:

- Learn about RAY our history, activities, service users, staff and volunteers,
- Learn about your responsibility as a volunteer and RAY's responsibility to you,
- Talk to a Volunteer Coordinator about the role you will undertake,
- Receive a copy of the volunteer handbook,
- Meet some new people,
- Receive the link to the Volunteer Application Form

Once your references have been received, we will send you a Volunteer Agreement to sign, confirming that you:

- Understand the nature of your volunteering role
- Have read the Essential Volunteer Policies
- Have completed the safeguarding training

If we do not hear from you for 3 months during any stage of the above process, we will assume that you do not wish to proceed with volunteering with RAY.