



PONTELAND COMMUNITY PARTNERSHIP (PCP) POLICY

Recruitment, Induction and Training Commitment of Committee Members

Obligations:

The Executive Committee are committed to enable those from the community who are interested in playing an active part in the PCP to become volunteers of the group.

A) Purpose

This policy shall enable members of the community who are interested in taking an active part in the PCP to become members of the committee.

B) Recruitment

The methods of recruitment shall be:

- Through the Pont News & Views the local magazine distributed each month and delivered to each residence in the civil parish.
- Via PCP website www.pontelandcommunitypartnership.co.uk
- By word of mouth or by an existing committee member.

C) Induction

- An interested applicant can observe 1-3 times at a regular meeting before making an application to become a member of the committee.
- The applicant shall be nominated by an existing member, complete the information pack and agree to comply with PCP Policies and Procedures and sign the application form.
- On completion of this form and approval by the PCP the applicant shall be appointed a member of the committee.

D) Training

The new volunteer shall complete any training programme required by the PCP within one year of appointment. If unable to comply with this requirement the appointment shall be rescinded by the PCP.

E) Policy Review

The PCP shall review this policy and all associated documents at least annually, make amendments or additions when necessary and inform others as appropriate.

- Display policy and amendments on web site.
- Copies of this policy and amendments are distributed as appropriate.
- Display any further documentation including procedures on web site

Authorised at PCP meeting on 21st March 2018 by minute reference Item 10

Signed on behalf of the Ponteland Community Partnership

Name *Alma Dunigan*

Position - Chairman

Date 8.10.18