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Policy Title:	<b><u>TREATMENT OF STAFF AND VOLUNTEERS</u></b>
Intent of Policy:	To ensure staff and volunteers are treated respectfully, fairly and equitably.
Policy:	Staff and volunteers are to be treated with respect and according to the SVDP statement of rights.
Procedure:	<ol style="list-style-type: none"><li>1. The Board recognizes that staff and volunteers are the most valuable resource in ensuring quality services. To maximize the contribution of all staff and volunteers, the Board promotes the following:<ol style="list-style-type: none"><li>a. Involving staff and volunteers in meaningful decision making roles;</li><li>b. Encouraging personal growth and development;</li><li>c. Encouraging teamwork, openness to change, innovation and creativity;</li><li>d. Challenging staff and volunteers to give their best performance possible; and</li><li>e. Adherence to the SVDP staff and volunteer statement of rights.</li></ol></li><li>2. The Executive Director ensures all staff and volunteers are aware of their rights as employees and volunteers of SVDP. The Executive Director provides direction to all staff and volunteers to respect the rights of other staff, volunteers and to report any violations to the Executive Director.</li><li>3. The Executive Director documents any allegations, violations, investigations and resolutions in the annual Compliance Report to the Board.</li><li>4. All staff and volunteers are expected to act in a professional and caring manner.</li></ol>
References:	<ul style="list-style-type: none"><li>❖ Your Human Rights, Canadian Human Rights Guide</li><li>❖ International Declaration of Human Rights</li><li>❖ Canadian Charter of Rights and Freedoms</li><li>❖ <i>CARF Accreditation Standards - Leadership</i></li></ul>
Audit:	<ul style="list-style-type: none"><li>❖ SVDP Compliance Report</li></ul>