

## MIVOLUNTEER - VOLUNTEER HANDOUT

# Know Your Rights

Your rights and responsibilities as a MiVolunteer volunteer, at a glance.

## Your rights

- Be treated as a valued member of the team, with a clear description of your role.
- Be screened and placed fairly, and get the orientation and training your role calls for.
- Be supervised and supported, and work in a safe and respectful environment.
- Have your contribution recognized, and be free from discrimination and harassment.
- Decline any task you have not been trained for or reasonably believe is unsafe.
- Request an accommodation for a disability or other need, at any time.

## Your responsibilities

- Be reliable, and communicate early if your plans change.
- Act within your role and the boundaries you have been given.
- Respect the people you serve and keep their information confidential.
- Follow the health, safety, and conduct rules of your placement.
- Ask when you are unsure, and report concerns or hazards promptly.

## Health and safety: your three rights at work

|                                 |                                                                                                                      |
|---------------------------------|----------------------------------------------------------------------------------------------------------------------|
| <b>The right to know</b>        | Be informed of known or likely hazards, and get the information, instruction, and supervision you need to stay safe. |
| <b>The right to participate</b> | Raise safety concerns and have a say in how they are addressed.                                                      |
| <b>The right to refuse</b>      | Decline work you believe endangers your health or safety, or someone else's.                                         |

**Have a concern, or need an accommodation?**

Raise it with your on-site supervisor or contact MiVolunteer at [info@mivolunteer.com](mailto:info@mivolunteer.com). We take every concern seriously and handle it with discretion. If you need an accommodation for a disability or other need, tell us and we will work with you and the host organization.

Sources: Canadian Code for Volunteer Involvement (Volunteer Canada); Three Rights of Workers (CCOHS); Ontario Human Rights Code (OHRC); Accessibility for Ontarians with Disabilities Act (Government of Ontario).