

Volunteer Code of Conduct

Our Commitment to Volunteerism

The passion our volunteers have for Waterloo inspires their peers and assists in fostering pride and building meaningful lifelong relationships with the University. We are committed to providing these volunteers with rewarding opportunities and we strive to offer a supportive and empowering volunteer environment. The Office of Advancement aspires to involve volunteers in all appropriate University programs. Our volunteers have extensive global networks and vast skill sets that make them valuable assets in our mission of engaging people to advance the strategic goals of the University of Waterloo.

Goals of Volunteer Engagement

- To provide meaningful volunteer opportunities for Waterloo alumni, donors and friends who wish to engage and strengthen their connection to the University.
- To empower volunteers and provide them with the tools and resources necessary to contribute in meaningful ways.
- To strengthen the connection between Waterloo alumni or students and volunteers; providing and enhancing opportunities for experiential learning, career development and mentorship.

As a member of our team and a representative of the University, each of us within the Office of Advancement must commit to a set of policies and procedures that will protect you, your fellow alumni and supporters as well as the institution.

Code of Conduct

Office of Advancement volunteers:

- Understand the Office of Advancement mission.
- Recognize that a volunteer commitment is an important responsibility.
- Embrace all Advancement Volunteer Guidelines and Procedures.
- Advance the University of Waterloo as the first priority over other interests while volunteering.
- Understand that volunteer behaviour and actions reflect on the University. Volunteers will demonstrate passion and commitment to the University of Waterloo and refrain from public criticism of fellow volunteers, staff or the University.



- Sustain the ongoing partnership between your Advancement contact, the University and its volunteers.
- Contribute to a welcoming and safe working environment by demonstrating respect and fair treatment without regard to gender, place of origin, sexual orientation, age, religion, political belief, race, physical or mental ability, or economic status and refraining from the use of profane, insulting, harassing or otherwise offensive language.

Failure to comply with these and other agreed upon responsibilities of your volunteer role could result in termination of your position.

