



Ching Farm Rescue & Sanctuary

Volunteer Policies

Services at the discretion of Ching Farm Rescue & Sanctuary

Ching Farm accepts the service of volunteers ages 16 and above with the understanding that such service is at the sole discretion of the sanctuary. Children between 14 - 16 years of age must be accompanied by an adult. Volunteers agree that at any time, for whatever reason, we may terminate the volunteer/s relationship with the sanctuary. The Ching Farm may also make changes in the nature of volunteer assignments as we see fit.

A volunteer may at any time, for whatever reason, decide to sever the volunteer relationship with the organization. Notice of such a decision should be communicated as soon as possible to the volunteer coordinator.

Representation of Ching Farm Rescue and Sanctuary

Prior to any action or statement, which might significantly affect or obligate the Ching Farm, volunteers should seek prior consultation and approval from us. These actions may include, but are not limited to, public statements to the press, lobbying efforts with other organizations, collaborations or joint initiatives, or any agreements involving contractual or other financial obligations.

Confidentiality

Volunteers are responsible for maintaining the confidentiality of all proprietary or privileged information to which they are exposed while serving as a volunteer, whether this information involves a single volunteer, coordinator of the sanctuary, or other person or involves the overall business of the Ching Farm.

Placement

In placing a volunteer in a position, attention shall be paid to the interests and capabilities of the volunteer and to the requirements of the volunteer position. NO placement shall be made unless the requirements of both the volunteer and the supervising staff can be met: no volunteer should be assigned to a “make-up work” position and no position should be given to an unqualified or uninterested volunteer.

Volunteers shall be given all necessary information and training to perform in their assigned position.

Sexual Harassment

A respectful work environment is essential to the well being of both volunteers and coordinators. Ching Farm does not condone or tolerate behavior which constitutes harassment. Any unwanted intrusion upon the sexual dignity of another which might be reasonably expected to cause offense, embarrassment or humiliation, or which be perceived as placing a condition of a sexual nature as a condition of work rights is strictly forbidden.

Reason for Dismissal

Possible grounds for dismissal may include, but are not limited to, the following:

- Gross misconduct or insubordination
- Being under the influence or ill-legal drugs
- Theft of property or misuse of organization equipment or materials
- Abuse or mistreatment of other persons involved with Ching Farm
- Failure to abide by Ching Farm policies and procedures
- Failure to meet physical or mental standards of performance
- Failure to satisfactorily perform assigned duties
- Teasing, chasing, physically or verbally abusing an animal

Ching Farm policy toward any and all demeaning comments to, or about, any animal(whether that animal is currently living at Ching Farm or elsewhere. This includes “meat jokes”, calling an animal a food name and/or making reference to carnivorous food products.