

WENSLEYDALE RAILWAY VOLUNTEER REGISTRATION

There are two types of Volunteer:-

1. REGULAR VOLUNTEER

This is the category of most of the Volunteers on the Railway. They are expected to be (or to become) Members of the Wensleydale Railway Association. They will complete a full registration form, undertake an induction course, sign a "Volunteer Agreement" and be entered on to the database of Volunteers. They will join one or more Teams and be directed in their role by the appropriate Team Leaders. They will receive regular copies of the Volunteer Newsletter and be invited to social functions, etc.

2. TEMPORARY VOLUNTEER

This category allows people to assist without becoming a Regular Volunteer. For example, a Regular Volunteer may wish to bring a relative or friend to help, or a person may come along to help at particular events, such as Thomas. They will be given a shortened version of the Volunteer Agreement and will complete an abbreviated registration form. They must be put under the responsibility of a Team Leader, who also signs the registration form to signify that responsibility. Temporary Volunteers will not receive the Volunteer Newsletter, nor be put on to the database. They can transfer to Regular Volunteer whenever they wish, through a simplified procedure (completing a Registration Form Supplementary Sheet).

REGISTRATION

Please use ONE of the following systems:-

REGULAR VOLUNTEER

Complete full Registration form and place in filing tray for Induction Coordinator. (NB no need to complete Volunteer Agreement forms, as this will be done at Induction). Induction Coordinator will contact the Volunteer to arrange Induction.

TEMPORARY VOLUNTEER

Complete shortened Registration Form and be given a copy of the shortened Volunteer Agreement form. Introduce Volunteer to a Team Leader, who also signs the Registration Form. File completed Registration forms in back of this folder (may be needed for contact or next of kin details).

IMPORTANT

Temporary Volunteers will have had no safety training or induction. It is up to the relevant Team Leader to ensure that the Volunteer is properly supervised.