



Greater Manchester County Netball Association

Volunteer Recruitment Policy

1. Purpose

This policy outlines the principles and procedures for recruiting volunteers to support the Greater Manchester County Netball Association (GMCNA) in delivering high-quality netball opportunities. Volunteers play a vital role in the success of netball at the county level, and this policy ensures that their recruitment is fair, transparent, and inclusive.

2. Scope

This policy applies to all individuals involved in the recruitment and management of volunteers within the Greater Manchester County Netball Association.

3. Policy Statement

The GMCNA is committed to recruiting volunteers in a way that:

- Encourages diversity and inclusion
 - Matches the skills and interests of volunteers with appropriate roles
 - Ensures a clear and supportive recruitment process
 - Complies with relevant safeguarding, legal, and governance standards
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4. Volunteer Roles

Volunteer roles may include, but are not limited to:

- Committee members
- Team managers or coaches
- Umpires and match officials
- Event support staff
- Safeguarding and welfare officers
- Marketing and communications support
- Fundraising and sponsorship leads

Each role will have a clear description including responsibilities, time commitments, necessary skills, and any mandatory qualifications.

5. Recruitment Process

5.1 Advertising Roles

- All volunteer opportunities will be advertised through appropriate channels including the GMCNA website, social media, member newsletters, and local clubs.

- Roles will be advertised in a manner that encourages applications from all sections of the community.

5.2 Application and Selection

- Interested individuals will complete a volunteer application form.
- Applications will be assessed against the role description.
- Informal interviews may be held to discuss experience, availability, and expectations.
- Two references may be requested depending on the role.

5.3 Vetting and Safeguarding

- Roles involving regular contact with children or vulnerable adults will require an Enhanced DBS check, in line with England Netball safeguarding policies.
 - Volunteers will be expected to comply with the GMCNA's Code of Conduct and Safeguarding Policy.
 - Mandatory training may be required, such as Safeguarding and Protecting Children or Time to Listen workshops.
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6. Induction and Support

- All new volunteers will receive an induction to welcome them to the GMCNA, introduce key contacts, and outline expectations.
 - Ongoing training and development opportunities will be provided where appropriate.
 - Volunteers will have a designated point of contact for queries, support, and feedback.
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7. Equality and Diversity

The GMCNA promotes equality of opportunity and is committed to creating an inclusive environment for all volunteers. Recruitment decisions will be made based on merit and suitability for the role, without discrimination on the basis of age, gender, ethnicity, disability, sexual orientation, religion, or socio-economic status.

8. Confidentiality and Data Protection

All personal information collected during the recruitment process will be handled in accordance with current Data Protection legislation and the GMCNA's Privacy Policy.

9. Review

This policy will be reviewed annually by the GMCNA Committee to ensure it remains effective and up to date with current best practices.

Approved by:

CNA Committee

Date: July 2025

Next Review Date: July 2027