

## Volunteer Policy

### Introduction

Ormeau Community Cinema (OCC) values the contribution of volunteers and aims to provide a positive and rewarding volunteering experience.

### Volunteer Roles & Responsibilities

- Volunteers are expected to adhere to OCC's values and policies.
- Roles may include event setup, ticketing, ushering, technical support, and marketing.
- Volunteers must attend briefings and training where required.

### Support & Supervision

- Volunteers will receive appropriate training and guidance.
- A designated volunteer coordinator will be available for support.
- Feedback and concerns can be raised with OCC management.

### Expenses & Reimbursement

- OCC may cover reasonable expenses, such as travel, if pre-approved.

### Conduct & Grievance Procedures

- Volunteers must treat attendees, staff, and fellow volunteers with respect.
- Any misconduct will be addressed through OCC's grievance procedure.

### Review

This policy will be reviewed annually.