

Board Role When A Volunteer Is Charged With A Criminal Offence



Procedure to be used when a volunteer is being charged with a criminal offence.

1. Upon being made aware of the situation the Executive Director shall act as the sole spokesperson of the organization with the media and the public regarding the matter.
2. If the nature of the charge is directly related to the Volunteer's involvement or is such that public trust in the program in which the volunteer is involved may be jeopardized, the Executive Director shall be responsible for:
 - a) meeting with the individual to discuss the implications of the charge;
 - b) providing objective information regarding alternative actions that the individual may choose to take;
 - c) encouraging the individual to choose the normally subscribed action of voluntary temporary disassociation from involvement with the organization.
3. The Executive Director will contact all Board members as soon as possible by telephone to appraise them of the meeting with the individual and the nature of the charge.
4. Should the individual decide to temporarily withdraw from involvement in the organization the Executive Director will submit an information report at the next Board meeting.
5. In the case of the individual choosing to remain fully involved, an extraordinary Board meeting shall be convened to discuss Board actions on the matter.
6. The decision of the Board shall be conveyed through personal contact and in written form by the Executive Director to the individual.
7. Should the individual disagree with the Board decision a special meeting will be convened at which the individual may present an appeal
8. The Board at the special meeting will take the necessary follow-up actions

Approved April 1986 Board Meeting
Re-affirmed April 14/93 Executive Meeting