

British Community Foundation: Volunteer Code of Conduct

Thank you for volunteering with the British Community Foundation (BCF), helping us to support and celebrate the British community in Qatar. To ensure a positive, respectful and inclusive environment for all we ask that you read this Volunteer Code of Conduct carefully.

By signing up to volunteer with BCF you are agreeing to:

Uphold the BCF's values

Represent the British Community Foundation with professionalism, courtesy and integrity.

Treat all individuals with respect, fairness and dignity, regardless of their background, identity or beliefs.

Promote an inclusive and welcoming environment in line with the BCF's commitment to support the British community in Qatar and foster friendship between British and Qatari communities.

Avoid any behaviour that could be perceived as bullying, harassment or discrimination.

Observe and adhere to Qatari laws.

Act responsibly and safely

Follow all reasonable instructions and guidance from BCF organisers and coordinators.

Work collaboratively, communicate respectfully and constructively, and accept feedback and guidance in the spirit of learning and improving.

Prioritise health and safety, both my own and that of others, while volunteering.

Report any safety or security incidents, accidents or concerns to BCF staff or organisers promptly.

Manage data appropriately

Adhere to the BCF Privacy Policy, including by handling and processing personal data appropriately.

Not share – including online – any personal data, photo or private information, about the BCF Council, partners, subscribers or event participants without their explicit consent.

Not post any material online which would undermine or damage the Foundation's reputation.

Safeguard vulnerable individuals

Never be alone with a child or vulnerable person in a private or unobserved setting.

Refrain from any inappropriate physical contact or communication.

Report any safeguarding concerns to the BCF event organiser and BCF Enforcer.

Use BCF resources responsibly

Treat all equipment, materials, and venues provided by BCF or partners with care.

Ensure any money collected during BCF events is counted, recorded, stored securely (in a locked box, with keys held by event organiser or BCF Enforcer) and deposited with the BCF Enforcer within 2 working days.

Only use BCF branding, logos, and social media channels with prior approval from the Enforcer.

Declare Conflicts of Interest

Disclose any personal, financial, or professional interests that may conflict with my role as a volunteer in advance to the event organiser or BCF Enforcer.

Avoid breaches of the Volunteering Code of Conduct

The BCF Chair reserves the right to remove volunteers from their role with the Foundation, including in the event of any breach of this Code of Conduct.