

**VOLUNTEERS
STATEMENT OF GUIDING PRINCIPLES**

Volunteers are the life blood of our work on behalf of public television. The Board of Directors recognizes the following rights for an Iowa Public Television Foundation volunteer:

- To be assigned a job that is worthwhile and challenging with freedom to use existing skills or develop new ones.
- To be trusted with confidential information that will help you carry out your assignment.
- To be kept informed through written communications about what is going on in your organization.
- To receive orientation training and supervision for the job you accept and to know why you are asked to do a particular job.
- To expect that your time will not be wasted by lack of planning, coordination, or cooperation within your organization.
- To know whether your work is effective, and how it can be improved.
- To have a chance to increase understanding of yourself, others and your community.
- To indicate when you do not want to receive telephone calls or when out-of-pocket costs are too great for you.
- To declare allowable non-reimbursed out-of-pocket costs for federal (and some state and local) income tax purposes if serving with a charitable organization.
- To expect valid recommendation and encouragement from your supervisor.
- To be given appropriate recognition in the form of awards, certificate of achievement, etc., but even more importantly, recognition of your day-to-day contributions by other participants in the volunteering relationship.
- To ask for a new assignment within your organization.

Approved 12-12-2001

Reviewed _____

Revised _____