

## VOLUNTEER NETWORK POLICY AFRICAN WOMEN'S MOVEMENT

### Introduction

Systemic inequality between men and women persists globally, particularly in Africa. Women face limited access to resources and opportunities and are under-represented in key decision-making roles, hindering their contributions and holding back societal progress. At the **African Women's Movement (AWM)**, our mission is to change this reality. Volunteers are essential partners in this mission, playing a pivotal role in advancing AWM's strategic pillars of **Community, Influence, and Legacy**.

As part of a diverse community of dynamic women spanning business, corporate, government, politics, education, academia, arts and culture, as well as sports across Africa and the diaspora, volunteers help foster collaboration and unity. They amplify AWM's influence by supporting efforts to advocate for economic justice, driving legislative and administrative action, and championing the collective interests of our members. Moreover, through their dedication, volunteers contribute towards building a lasting legacy that empowers future female leaders through initiatives such as workshops, training, mentorship, sponsorship and opportunities for growth, ensuring sustainable transformation for generations to come.

This **Volunteer Network Policy** aligns with AWM's vision and ensures that volunteers receive the necessary support and resources while their efforts amplify the impact of AWM's initiatives. Volunteers are expected to embrace their responsibilities as ambassadors of the organisation, exemplifying leadership, expertise, and commitment. Through this policy, volunteers are equipped to contribute meaningfully to AWM's mission, while also benefiting from opportunities for personal and professional growth.

As representatives of AWM, volunteers will be viewed as leaders within the organisation and the communities they serve. They are expected to embody the organisation's values, demonstrate professionalism, and act as knowledgeable advocates for AWM's programs and goals. This leadership role reinforces AWM's reputation and expands its reach, creating lasting, positive change across Africa and the diaspora.

### Who We Are

At AWM, we exist to:

- **Amalgamate Women's Efforts:** Unite women from various organisations, creating a collaborative space to align individual efforts for a common goal with maximum impact.
- **Empower Women and Youth:** Support individuals from diverse backgrounds across Africa and the diaspora using a holistic approach rooted in the biopsychosocial and **Continuous Lifelong Development (CLD™)** model.



- **Equip Women and Youth:** Provide women and youth from different socio-economic groups with the skills, resources, and support for them to **Thrive** personally, socially, and economically.

#### How We Do This:

- Through the **Thrive Program™**, a gamified approach to personal and professional development. Members earn points and rewards as they achieve milestones in areas such as financial literacy, mentorship, public speaking, active citizenship, and health. This incentive-based system makes growth measurable, rewarding, and engaging.

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## Volunteer Network Policy

### 1. Purpose of the Policy

The Volunteer Network Policy is designed to:

- 1.1** Provide clear guidelines on volunteer expectations, rights, and responsibilities.
- 1.2** Foster inclusivity, recognition, and collaboration among volunteers.
- 1.3** Align volunteer efforts with AWM's Thrive Program™ and overall mission.
- 1.4** Ensure sustainable and effective resource allocation for volunteer initiatives.

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### 2. Eligibility and Application

**2.1 Eligibility:** To become a volunteer within **AWM**, you must:

- a) Be an AWM member in good standing, demonstrating active participation and alignment with the organisation's values and mission.
- b) Be passionate about giving your time and skills to further AWM's objectives.
- c) Ensure you have the availability and commitment to fulfil the responsibilities of your chosen volunteer role.

#### 2.2 Volunteering Process:

- a) Complete the volunteer form on the link: **[Volunteer Application](#)**.
- b) Select your area of interest, such as:
  - **Event Organisation:** Tasks may include managing logistics, coordinating schedules, or supporting activities at PowerConnect sessions, Trailblazer Mentorship Walks, and Women's Wellness Days.
  - **Youth Development:** Participate in mentoring young leaders through the AWM Youth Club (Purple Group) or fostering Ubuntu values in children through the Bana Pele Kids Club.
  - **Advocacy and Legal Support:** Support initiatives in the Legal Clinic for Women or assist with policy research and community advocacy efforts.
  - **Creative Contributions:** Assist with photography, videography, social media content creation, DJ services, presenting at events, or writing opinion pieces for AWM's platforms.

- **Active Citizenship:** Engage in outreach programs, including organising community events or participating in local empowerment projects.

Together, we are building a legacy of leadership, economic empowerment, and transformation. **Find your place in the AWM Volunteer Network!**

### 3. Volunteer Network Benefits

As a volunteer, you will have access to:

- 3.1 Exclusive Workshops and Training Sessions:** Tailored to your chosen area of volunteerism to ensure you are well-prepared and equipped to fulfil your role effectively.
- 3.2 Resources:** Specialised materials and guidance to support your efforts and enhance your skills.
- 3.3 Complimentary Invitations:** Access to selected paid events, workshops, or initiatives as part of AWM's commitment to your growth and engagement.
- 3.4 Volunteer Kit:** In some instances, volunteers will receive a volunteer kit based on their chosen area of volunteerism. This may include items such as an **AWM T-shirt** for event representation. The specific contents of the kit will depend on the requirements of the volunteer role.
  - a) The Volunteer Kit is provided to ensure that volunteers are equipped and identified as representatives of AWM, reflecting the organisation's values and professionalism.
  - b) All items in the Volunteer Kit must be returned upon cessation of volunteer duties, unless explicitly stated that the volunteer may keep them.
  - c) If the Volunteer Kit is lost or damaged, the volunteer will be required to cover the cost of replacement.
- 3.5 Networking Opportunities:** Build meaningful connections with leaders and peers during AWM initiatives.
- 3.6 Recognition for Contributions:** Volunteers will be honoured at the **AWM Gala Dinner - Celebrating Excellence**, recognising achievements in the **Thrive Program™**, contributions to various sectors, and volunteering efforts.

#### 4. Volunteering Requirements

- #### 4.1 Recommended Minimum Volunteer Hours:
- a) To ensure consistent engagement in supporting AWM initiatives, members of the Volunteer Network are encouraged to contribute a minimum of 5 hours every four months. Flexible scheduling is available, and volunteers are welcome to contribute additional hours as their availability allows, maximising their impact and engagement with AWM initiatives.
  - b) Logged hours contribute points in the **Thrive Program™** under the volunteering milestone, providing recognition and growth opportunities for dedicated volunteers.



#### **4.2 Time Availability:**

- a) Volunteers are expected to attend and actively participate in the activities they have committed to.
- b) Frequent unavailability without valid reasons will result in removal from the selected area of volunteerism.
- c) Volunteers must inform their coordinators at a reasonable time, preferably no less than 24 hours in advance, if they are unable to attend an assigned activity, except in cases of unavoidable emergencies.
- d) Repeated absenteeism, without valid reasons, will result in removal from the Volunteer Network. This is to ensure the effectiveness and reliability of AWM's initiatives.

#### **4.3 Code of Conduct:**

- a) All volunteers must adhere to AWM's Code of Conduct at all times to uphold the organisation's values, maintain professionalism, and ensure a respectful and inclusive environment.

#### **4.4 Performance Review**

- a) Volunteer contributions will be reviewed every four months to evaluate participation, availability, and compliance with AWM's policies and expectations. Favourable reviews may lead to additional opportunities for growth and recognition.
- b) Unfavourable reviews may result in a warning, reassignment, suspension, or removal from the Volunteer Network, depending on the severity of non-compliance.

### **5. Monitoring and Accountability**

To foster a culture of excellence and commitment, volunteers will be monitored on the following behaviours to encourage effective engagement and recognise outstanding contributions:

#### **5.1 Attendance:**

- a) Volunteers are encouraged to attend all events or activities they sign up for, as their presence is vital to the success of AWM's initiatives.
- b) Attendance will be recorded, and consistent engagement will be recognised as part of the volunteer's overall contributions. Volunteers who encounter challenges in attending should communicate proactively to ensure smooth coordination.

#### **5.2 Punctuality:**

- a) Volunteers are expected to arrive on time for all activities, as punctuality demonstrates professionalism and respect for others' time.
- b) Consistently timely attendance is essential and will be a key factor in the volunteer's performance review.
- c) Volunteers are required to inform their coordinators in advance of any unavoidable delays to ensure smooth coordination and minimise disruptions to activities.



### 5.3 Communication:

- a) Volunteers are encouraged to maintain open communication with their coordinators, promptly responding to emails or messages regarding assignments.
- b) Clear and timely communication will be valued and considered during reviews, as it ensures effective collaboration and coordination within the network.

### 5.1 Engagement:

- a) Active and meaningful participation in volunteering activities is key to making an impact and advancing AWM's mission.
- b) Volunteers who consistently demonstrate effort and commitment will be acknowledged as role models within the Volunteer Network, opening doors to further opportunities and recognition

## 6. Conclusion

The **Volunteer Network Policy** embodies AWM's commitment to fostering a vibrant, engaged, and impactful community of volunteers. By adhering to this policy, volunteers not only contribute to AWM's mission of achieving economic justice and empowering communities but also grow as leaders and ambassadors for meaningful change.

Together, we are building a legacy of leadership, transformation, and unity across Africa and the diaspora.

**Let's lead, empower, and *Thrive*—together.**