

# SUF (UK)

## Guiding Principles for Volunteers

### 1. Have fun

We have come together because we share a common passion. This is certainly about sustainability, and the urgency of the situation requires hard work, imagination, and perseverance – especially in the face of string headwinds, but the energy this project receives because it is fun compensates for much else in our lives. This is about balance, purpose, and significance. If you are not having fun then speak up and we'll find another way but please don't smoulder and let resentment grow, this is all about the pleasure of working with radiators not drains, because we want to not because we have to. If you ever notice a shift into a sense of martyrdom or sacrifice then stop. If you don't you'll see energy ebb away from you and in the process you will drain it way from everyone else to. So No. 1 rule Have Fun.

### 2. Be Reliable

The idea is that everyone can do as much or as little as fits in with their life. Please do not offer to do a task if you can't do it straight away. It won't help you or any member of the team if you end up sitting on endless tasks that overwhelm you....and if that happens then someone will be diverted from what they originally intended to do in order to chase you. So before you take on a task make absolutely sure you understand what it entails, where it might lead you and that you want to and can see it through. If you can do part of a task, then suggest breaking it into sub-tasks and picking up the sub-tasks that you want to handle.

### 3. Don't Over-commit

This is really at the crux of things. Keep an eye on the fun; enjoy the autonomy, expertise and purpose that this project will bring, but only take on as much as you can handle at any one time. As the main co-ordinator, I would much rather see on the notice board a hundred tasks that have not yet been done, than find out too late that a hundred tasks are still sitting on people's desks and everyone is too uptight to talk about it.

### 4. Recognition

You will see that we are using a cloud-based software system called Teamwork. It handles projects, chat, and a ticket system. It is important that you make a note of the time you contribute to each task so we all know the significance of your contribution. I am very keen to know what everyone has done and I'm very keen that people are properly recognised and acknowledged for what they do. Often the diligent quiet ones are the people who make things happen, and keep on making things happen. Unless we have a way of finding out what we are all doing it would be too easy for people's contribution to slip under the radar and in due course a sense of being unappreciated or taken for granted can creep in. My successor will need to know just what it takes to run this operation and your contribution to recording what you are doing will be absolutely invaluable. It will also provide great information when it comes to preparing our annual report and submitting it to The Charities Commission.