



## **The Responsibilities of Volunteers at Pirie Community Radio Broadcasters Inc.**

### **You have the responsibility to:**

- Have a professional attitude towards your voluntary work.
- Be prompt, reliable and productive with regard to commitments and agreements made with Pirie Community Radio Broadcasters Inc.
- Notify the appropriate person if unable to meet commitments.
- Accept and abide by station rules.
- Ensure that your membership financial status is kept up to date. Members are required to be financial to participate in on air and off air activities at the station. (the station has a grace period at the beginning of each financial year to allow this to happen in a smooth manner).
- Financial membership not only contributes to the station finances, but is a formal method of recording your status as a fully authorised person to be on our premises and perform your duties for legal and insurance purposes.
- Financial membership formalises your responsibilities to the station and its property, and in turn the stations' responsibility to you. That is it confers responsibilities in both directions.
- Understand and adhere to the Codes and maintain familiarity with broadcast laws such as defamation law and the Broadcast Services Act 1992
- Not represent Pirie Community Radio Broadcasters Inc. publicly or commercially unless prior arrangement has been made.
- Not bring in to disrepute the operations, management, staff or other volunteers of Pirie Community Radio Broadcasters Inc.
- Treat technical equipment with due care and respect and to notify technical staff of faults and problems.
- Undertake to complete a minimum of the basic level of training offered at the station if you are intending to work in any area of programming.
- Only use the station resources and equipment in carrying out work for Pirie Community Radio Broadcasters Inc. and not for personal or private purposes.
- Ensure the station has your correct contact details.
- Respect racial and religious backgrounds and the sexual preferences of your co-volunteer workers and work to ensure that Pirie Community Radio Broadcasters Inc. is a safe work place for everyone.
- Contribute to the achievement of a safe, tolerant and equitable working environment by avoiding and assisting in preventing, behaviour which is discriminatory.