

CareerLink Volunteer Position Guidelines

Volunteers understand that they will not receive any compensation for work performed, and they understand that there is no guarantee of employment upon completion of the volunteer term. Volunteer applicants are encouraged to review the conditions of their volunteer term with the organization prior to accepting.

1. All volunteer postings must be from one of the following:
 - a. A registered Canadian non-profit or not-for-profit charity, organization, or society
 - b. University of the Fraser Valley department, Faculty, or College
 - c. University of the Fraser Valley recognized [student organization](#)
2. Volunteer hours must not exceed 15 hours per week and must not displace any regular employees.
3. Volunteer positions that work towards public service/humanitarian objectives are preferred. All volunteer positions must have an emphasis on:
 - a. Networking
 - b. Learning
 - c. Skills development
 - d. Community building/engagement
4. Volunteers must not receive compensation, or other taxable benefits that could compromise their status and protection as a volunteer.
5. Volunteer positions must include a list of specific duties in the job description and must include all requirements and qualifications.

The Centre for Experiential and Career Education (CECE) reserves the right to reject and delete postings for any arrangement that does not meet these guidelines. CECE further reserves the right to edit these guidelines at any time.

The University of the Fraser Valley and its Centre for Experiential and Career Education do not screen employers, nor do we endorse their employment/volunteer opportunities, labour practices, products, or services. UFV is not responsible for employment conditions and work environments within organizations who promote themselves on campus, at career fairs organized by UFV, or for the content of an employer's job posting made available through CareerLink. Students are solely responsible for researching and verifying the suitability of an employer, the terms and conditions of employment, or volunteer opportunity regardless of whether the potential employer or organization has partnered with UFV previously or promoted itself independently on campus. Students are urged to educate themselves on their employment rights. UFV is not responsible for the contractual terms of service that students may decide to enter into with an employer. To learn more about your rights and responsibilities as an applicant and an employee visit: 1. The Employment Standards & Workplace Safety - Branch of the Ministry of Labour 2. Employment Standards – Branch of the Ministry of Labour 3. BC Human Rights Tribunal. Information about employers may be available from the Better Business Bureau.