

The Church of the Redeemer
Conflict of Interest Policy
Volunteers

A. Introduction

This policy applies to volunteers who offer their time to the Church of the Redeemer (“the Church”). It describes for volunteers their obligation to protect the financial assets of the Church.

B. Purpose

The purpose of this policy is to establish and promote an appropriate standard of conduct for the volunteers of the Church.

C. Conflict of interest

A conflict of interest arises when a volunteer has a real, potential, or perceived financial interest, either directly or indirectly, in any transaction, contract, or agreement in which the Church may become involved. A conflict of interest will also arise when a volunteer’s outside duties, interests, or obligations, such as a business, diverge from his or her obligations as a volunteer at the Church.

D. Duties

(a) Volunteers are to avoid placing themselves in situations in which their personal interests actually or potentially conflict with the interests of the Church.

(b) Volunteers are to avoid circumstances where they could confer or appear to confer a benefit on themselves, a relative, a friend, or a business associate.

(c) A volunteer shall not disclose confidential information to third parties.

(d) A volunteer with a potential or actual conflict of interest involving any matter being considered by the Church shall immediately describe the nature and extent of their potential conflict to the Chair of the Board of Management. Potential or actual conflicts of interest involving a volunteer may also be reported to the Chair of the relevant Board by a third party.

(e) A volunteer shall not accept or demand a gift, a reward, or a favour of any kind from a person or group who has dealings with the Church or who seeks to do business with the Church where a gift could potentially or actually influence the volunteer when performing his or her volunteer duties.

(f) The duty outlined in paragraph (e) above shall not apply to preclude a volunteer from accepting a gift of nominal value given by a third party as an expression of courtesy or hospitality in reasonable circumstances.

E. Failure to Comply

A volunteer who fails to comply with this policy will face consequences deemed appropriate by the Board of Management.

March, 2019