



WAGGA WAGGA COMMUNITY MEDIA INCORPORATED (WWCMI)
Triple A FM

Rights and Responsibilities of Financial Members

Rights and Responsibilities of WWCMI towards Financial Members

Introduction

In compliance with the Broadcasting Codes of Practice, WWCMi must meet its responsibilities in broadcasting to meet its community interest (Code 1) by having in place written policy documents that outline:

- the principles of financial membership,
- the rights and responsibilities of financial members within the organisation, and
- the rights and responsibilities of the organisation to financial members.

Membership of WWCMCI:

- should benefit the community, the organisation, and the member.
- is a matter of choice.
- is a status that is unpaid and not undertaken for the receipt of salary, pension, government allowance or honorarium.
- is a legitimate way in which members of the community can participate in the organisation.
- is a vehicle for individuals or groups to address human, environmental and social need.
- does not replace paid workers nor constitute a threat to the job security of paid workers.
- accepts and respects the rights, dignity, and culture of others.
- promotes human rights and equality.

1. The Rights of Financial Members of WWCMCI

Financial members of WWCMCI have the right to:

- undertake suitable volunteer roles with consideration for personal preference, temperament, abilities, education, training, and employment.
- know as much about the organisation as possible - its policies, people, and programs as per the rules of the organisation.
- always expect clear and open communication from management and other staff.
- advance notice (where possible) of changes which may affect their contribution to the organisation (such as programming changes).
- undertake legitimate member activities without interruption or interference from management, staff, or other members.
- A place of work complying with statutory requirements regarding equal employment, anti-discrimination legislation, the Commonwealth Racial Discrimination Act 1975 and occupational health and safety standards.
- be heard, to feel free to make suggestions and to be given respect for your honest and constructive opinion.
- appropriate insurance cover such as public liability insurance.
- appropriate grievance procedures in the event of a dispute and, if necessary, mediation or arbitration to assist with resolving the dispute.
- receive written notification and reasons for suspension/release of services.
- have services appropriately assessed and effectively recognised.
- have training provided that will enable participation at the station at a variety of levels.

2. The Responsibilities of Financial Members

Financial members of WWCMCI have the responsibility to:

- demonstrate a professional attitude towards their voluntary work.
- be prompt, reliable and productive regarding commitments and agreements made with Triple A FM.
- notify the appropriate person if unable to meet commitments.
- accept and abide by station rules and procedures.
- understand and adhere to the Codes and maintain familiarity with broadcasting laws such as defamation law and the Broadcast Services Act 1992.

- not represent Triple A FM publicly or commercially unless prior approval has been obtained.
- not bring into disrepute the operations, management, staff, or other members of Triple A FM.
- 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 intending to work in any area of presenting or programming.
- only use station resources and equipment in carrying out work for Triple A FM and not for personal or private purposes.
- ensure that the station has current contact details.
- respect the racial and religious backgrounds and the sexual preferences of your co-members and work to ensure that Triple A FM is a safe workplace for everyone.
- contribute to the achievement of a safe, tolerant, and equitable working environment by avoiding, and assisting in preventing, behaviour which is discriminatory.

3. Rights of WWCFMI towards Financial Members

WWCFMI has the right to:

- expect members' cooperation in working to uphold and maintain the station's policies and procedures.
- expect members to be familiar with the laws relating to broadcasting, station policies and procedures.
- expect members to be prompt, reliable and productive regarding commitments and agreements made with Triple A FM.
- have the status of confidential information respected.
- decide, in consultation with members, as to where members' services and skills would best be utilized.
- make decisions which may affect members' work.
- make programming decisions in accordance with programming policies and procedures.
- develop, implement, and enforce rules, policies, and procedures for all aspects of station operation.
- develop and maintain all property and premises of the station.
- provide members with feedback to enhance their programming and broadcasting development.
- always expect clear and open communication from members.
- suspend or dismiss members in accordance with station policies and procedures, the Triple A FM rules and State and Federal legislation, depending on which applies.

4. Responsibilities of WWCMI towards Financial Members

Triple A FM has the responsibility to:

- provide members with a work environment that embraces the principles of access and equity.
- value the importance of the member's role within the organisation.
- place members in an appropriate, suitable position and environment.
- give members appropriate tasks in accordance with their strengths, abilities, training, and experience.
- provide members with training so they can expand expertise and abilities.
- acknowledge members' contributions to the station and provide members with appropriate recognition and/or rewards.
- ensure staff have the appropriate skills required to work with members.
- provide adequate opportunities for formal and informal constructive feedback.
- provide members with information regarding any activities or changes at the station that may affect members' work.
- consult with members (where possible and practicable) on issues that may affect members' work.
- ensure that all station democratic processes are adhered to and that members are consulted or represented in major decision-making processes.
- ensure that members are aware of station democratic processes and are encouraged to participate in them