



apmVOLUNTEERS



# APM Community Charter

THE **CHARTERED BODY** FOR  
THE **PROJECT PROFESSION**

**This Community Charter sets out key principles by which all those involved with the Association for Project Management (APM) work and collaborate together towards achieving our shared vision of a world in which all projects succeed.**

Our community includes: members (both individual and corporate), volunteers (in branches, SIGs, and other groupings), chairman and board of trustees, president and vice presidents, Honorary Fellows, executives and staff, contractors, accredited training providers and higher education institutes, and other participants and contributors, many of whom are not yet members.

To pursue our vision and develop our profession we need the active support, commitment, energy and creativity of all members of this community.

## **Our volunteers**

Volunteers have a pivotal part to play in the future of APM, the Chartered body for the project profession. We need volunteers, as experts; writing, speaking and market testing; working in focus and steering groups; in our various communities; contributing to research, knowledge and standards development; operating online and offline; those beginning their careers and those who have a wealth of knowledge to be captured and disseminated.

Volunteering should be inspirational, fun, motivating and a learning experience. It will help develop additional skills, key contacts and a track record of achievement that will directly benefit personal and professional goals.

Volunteering opportunities need to be tailored to personal needs, goals and commitments. There are numerous and varied opportunities to make a productive contribution, even if the volunteer can spare only a few hours each year.

This charter recognises that APM volunteering is unpaid and there is no expectation of payment, other than reimbursement of reasonable expenses. APM does not seek to establish any form of legal contract with individual volunteers.

APM currently holds the Investing in Volunteers Quality Standard. Achieving this quality accreditation publicly demonstrates APM's commitment to volunteering and effective volunteer management.

## **Charter principles**

**APM** as an association, commits to:

- encouraging members of the APM community to seek out appropriate opportunities to collaborate, and to make it easy to get actively involved;
- ensuring all volunteers and staff are fully integrated into the APM structure and work positively together;
- recognising that volunteers will choose the areas in which they want to be actively involved, and that members of staff based at Ibis House have professional domain expertise appropriate to the delivery of the plans of the association. As such

volunteer members of the community are able to decline any requests they consider unrealistic, beyond the scope of the role, where they do not have the requisite skills, or for which they are unable to commit the time and energy required;

- respecting, recognising and valuing contributions from all areas of the community;
- resolving any issues which may be encountered through a forum and opportunity for discussion in an appropriate and constructive manner;
- maintaining a dialogue between all participants through representative groups and consultation;
- mutually agreeing the scope and objectives of any collaborative activity to be undertaken;
- making collaboration within APM a fun and rewarding experience;
- being committed to the principle of equality of opportunity and aiming to ensure that all present and potential participants, members, volunteers and employees are treated fairly and on an equal basis, irrespective of their gender, age, disability, ethnic origin, colour, religion or belief, social status or sexual orientation.

#### **All members of the community** undertake to:

- act professionally and in line with APM values;
- undertake activities in a positive, structured, safe and rewarding manner in line with all APM policies and procedures, especially those relating to health and safety, conflict of interest, intellectual property rights, confidentiality and data protection;
- show respect to fellow volunteers, employees, members, customers and suppliers;
- maintain the confidentiality of all information relating to APM, its members, employees and customers;
- honour any commitments made to the best of their ability;
- be jointly committed to honouring the spirit of this Community Charter in all our activities.

We thank you for your commitment and contribution to date, look forward to collaborating with you on exciting projects in the future, and welcome anyone willing to contribute to a world in which all projects succeed.



**John McGlynn**  
APM Chairman, on behalf of the APM community



## **Association for Project Management**

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