



# Volunteer Training Agreement

## Leader in Running Fitness (LiRF)

Runspire Together

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### 1. Purpose

This Volunteer Training Agreement sets out the expectations, responsibilities, and mutual commitments between **Runspire Together** and the volunteer undertaking the **England Athletics Leader in Running Fitness (LiRF)** qualification.

Runspire Together is committed to investing in volunteers to support safe, inclusive, and high-quality delivery of sessions across Nottinghamshire and Derbyshire. The current training cost to Runspire Together for the LiRF qualification is **£225 per trainee**.

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### 2. Training Overview

The **Leader in Running Fitness (LiRF)** qualification is delivered through **England Athletics** and enables volunteers to lead structured running sessions safely and effectively within a group setting.

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The **Leader in Running Fitness (LiRF)** qualification is delivered through **England Athletics** and enables volunteers to lead structured running sessions safely and effectively within a group setting.

The qualification includes:

- Safeguarding and duty of care responsibilities
  - Session planning and delivery
  - Health and safety awareness
  - Risk assessment principles
  - Inclusive leadership practice
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### 3. Runspire Together Commitments

Runspire Together agrees to:

- Pay the £225 course fee (subject to any agreed trainee contribution).



- Provide mentoring and support during and after qualification.
  - Offer supervised opportunities to lead sessions.
  - Support registration requirements and insurance under England Athletics where applicable.
  - Provide ongoing volunteer development opportunities.
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#### 4. Volunteer Commitments

By signing this agreement, the volunteer agrees to:

- Complete all elements of the LiRF course and associated learning.
  - Maintain appropriate standards of conduct in line with Runspire Together policies (including Code of Conduct, Safeguarding, Health & Safety, and Equality & Diversity policies).
  - Commit to volunteering with Runspire Together for a minimum period of **6–12 months** following qualification (or as otherwise agreed).
  - Provide reasonable notice if unable to continue volunteering.
  - Uphold the values and reputation of Runspire Together at all times.
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#### 5. Donation Towards Training Costs (Voluntary Contribution)

Runspire Together operates as a not-for-profit organisation and reinvests surplus funds into community activity.

Trainees may choose to make a **voluntary donation** towards the £225 training cost.

Please tick one:

- I do not wish to make a donation towards my training.
- I wish to make a voluntary donation of £\_\_\_\_\_ towards my LiRF training.

Important:

- This donation is entirely voluntary.
  - The decision to donate or not donate will not affect selection or support.
  - Donations are non-refundable once the course has been booked.
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#### 6. Withdrawal and Repayment

If a volunteer:

- Withdraws from the course after booking without reasonable cause, or



- Completes the qualification but ceases volunteering within an unreasonably short period (e.g., less than 3 months without discussion),

Runspire Together reserves the right to request a contribution towards the training cost, at the discretion of trustees and based on individual circumstances.

All decisions will be made fairly, proportionately, and in line with UK contract and charity law principles.

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## 7. Data Protection

Personal information collected in relation to this training will be processed in accordance with the **UK General Data Protection Regulation (UK GDPR)** and Runspire Together's Privacy Policy.

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## 8. Agreement

I confirm that I have read and understood this Volunteer Training Agreement and agree to the commitments outlined above.

Volunteer Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

On behalf of Runspire Together:

Name: \_\_\_\_\_

Role: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_