



# Bansa Volunteer Policy

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Welcome to The Bansa Project! We are so excited to have you join us in our mission to celebrate and preserve Filipino culture through creativity, connection, and education. Volunteers are at the heart of what we do, and we want this journey to be as fulfilling for you as it is for the community we serve. Below is a guide to help us work together in a meaningful, respectful, and inspiring way.

## **Section 1: Mission Alignment**

At The Bansa Project, we aim to promote and preserve Filipino heritage and arts. Through apparel and education, we strive to create authentic, meaningful connections between people and our shared culture. As a volunteer, you play a key role in helping us bring this vision to life. Your contributions—no matter how big or small—help keep Filipino heritage vibrant and accessible.

## **Section 2: Volunteer Roles**

### **2.1 Education and Advocacy Lead**

In this role, your main responsibility is to produce and manage an educational content calendar that aligns with The Bansa Project's mission. You will also create and share weekly educational materials on our social media platforms and website. Additionally, you will help foster collaborations with cultural and non-profit organizations to expand our reach.

Key tasks:

- Create and share weekly educational materials on our social media platforms and website.
- Help manage and update the Education Materials Calendar.
- Support collaborations with cultural and non-profit organizations.
- Participate in bi-weekly team meetings.
- Follow The Bansa Project's policies and code of conduct.

### **2.2 Design and Culture Assistant**

As the Design and Culture Assistant, you will play a key role in ensuring the cultural authenticity of our products and educational posts. You will provide creative input for product designs and assist with creating weekly educational content alongside the Education and Advocacy Lead. Your role helps merge design and culture, ensuring our work remains authentic and impactful.

Key tasks:

- Provide creative input on product designs and ensure cultural authenticity.
- Assist in crafting weekly educational posts.
- Work closely with the Education and Advocacy Lead.
- Join bi-weekly team meetings.
- Follow The Bansa Project's policies and code of conduct.

## **Section 3: Our Code of Conduct**

We want everyone involved in The Bansa Project to feel safe, valued, and heard. Here are some guidelines to help create a welcoming environment for all:

### **3.1 Respect and Professionalism**

Treat everyone—team members, community members, and partners—with kindness and courtesy, regardless of their background or beliefs. Let's build each other up and work together with positivity.

### **3.2 Cultural Sensitivity**

Filipino culture is rich and diverse. As part of our team, you'll help honor and protect its beauty. Be mindful of how we represent our heritage, and let's always approach our work with thoughtfulness and care.

### **3.3 Reliability and Commitment**

We know life can get busy! If you can't make a meeting or need help with a task, just let us know. Communication is key to working together smoothly.

### **3.4 Team Spirit**

Collaboration is at the heart of what we do. Share your ideas, be open to feedback, and celebrate the wins—big or small. We're all in this together.

### **3.5 Positive Representation**

As a volunteer, you're an ambassador for The Bansa Project. Spread our mission with pride, and let's inspire others to connect with Filipino culture.

## **Section 4: Training and Growth**

We want you to grow with us! Here's how we'll support you:

### **4.1 Orientation**

We'll kick things off with an introduction to our mission, Filipino cultural heritage, and the ins and outs of your role. This is your time to ask questions and get to know the team.

### **4.2 The Training, Development, and Opportunities Program (TDOP)**

This program is all about helping you shine. From workshops on Filipino arts to hands-on training in design, social media, and leadership, you'll gain valuable skills while making an impact.

### **4.3 Ongoing Support**

You'll always have someone to turn to. Whether you need guidance, resources, or just a little encouragement, we're here to help you succeed.

### **4.4 Recognition and Appreciation**

Your hard work deserves to be celebrated! Volunteers may receive certificates, be featured on our social media, or get shout-outs during events. We're so grateful for all that you do.

## **Section 5: Health and Safety**

Your well-being is important to us. We encourage you to take breaks when needed and let us know if you're feeling overwhelmed. Together, we can create a safe and supportive environment for everyone.

## **Section 6: Sharing Feedback**

We love hearing your thoughts and ideas! If you have feedback, suggestions, or concerns, feel free to reach out anytime. Your input helps us grow and improve.

## **Section 7: Recruitment and Onboarding**

We're always looking for passionate people to join our team. Whether you're interested in design, education, or advocacy, there's a place for you at The Bansa Project. Let's work together to celebrate and preserve Filipino culture.

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We're so grateful for the time and energy you bring to The Bansa Project. Thank you for helping us build a community that uplifts Filipino heritage and inspires others to connect with their roots. Welcome to the team!

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Volunteer Position Title  
(Printed)

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Volunteer Signature

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Date