

## **Volunteering & Employability**

### **Problems**

If you experience any problems or have any concerns whilst on your placement you should speak with your project supervisor in the first instance. If the issue remains unresolved, you are dissatisfied with the action taken or if the project supervisor is the subject of the grievance, you should make an appointment with a member of staff in the Volunteering and Employability office who will be happy to help you with the situation.

If you remain dissatisfied with the action taken or its outcome, or if you have a grievance against the Volunteering and Employability office, you should take this up with the Students' Union Vice President Welfare or the Membership Services Manager.