



TELFORD & WREKIN COUNCIL FOR VOLUNTARY SERVICE

NEWS FROM THE VOLUNTEER CENTRE

MARCH/APRIL 2010

PLUS AN INVITATION TO

Telford & Wrekin Volunteer Organisers Networking Event

Southwater Room, Meeting Point House

On

Monday 12th April

2:00 – 4:00

WE ARE CELEBRATING!

The Volunteer Centre is delighted to announce that it has been successful in the reaccreditation of its Matrix Quality Award Standard for information, advice and Guidance. This award is for the service we provide in guiding individuals into volunteering.



HELP US TO HELP YOU!

In order for us to continue to provide a high level of customer care we need to ensure that our information is accurate and up to date. To refer volunteers appropriately to you we need to be kept up to date with any changes in your volunteer program.

Please let us know if you: -

- Have additional volunteering opportunities
- Need large numbers of volunteers
- Have opportunities for one - off volunteering
- Change any of your operational details
- No longer require volunteers

You may have also noticed that we have made some recent changes in our referral process and am now asking for feedback on volunteer referrals. We need to know if the volunteer has been successfully recruited and if you have any issues with the placement or with the referral.

FACING FACTS – VOLUNTEER CENTRE SURVEY

As part of the Volunteer Centre's commitment to continuously improving its referral service we have asked you for your comments, compliments and constructive criticisms on the brokerage service we provide.

Thank you for those organisations who have responded as this information will enable us to make ongoing improvements. If you would like to make any suggestions as to how we can improve the brokerage service we provide please contact Beverly on 01952 291350 or email beverlyharris@tandwcvcs.org.uk

DO YOU NEED VOLUNTEERS? HOW WE CAN HELP

If you are a public, voluntary or community sector organization who could benefit from using volunteers, we can support your recruitment through our brokerage service.

Registering your organization and opportunities with us will:

- ❖ Allow us to advise and inform volunteers on the opportunities available in your organisation.
- ❖ Allow us to refer volunteers to you who match the requirements of the volunteer role as described by you.
- ❖ Allow us (with your permission) to advertise your opportunities. This may include promotional displays, using the media, CVS newsletter and regular mail outs to key organizations.
- ❖ Allow us (with your permission) to upload your opportunities onto the national volunteering database, www.do-it.org.uk.

By registering with the Telford and Wrekin Volunteer Centre you will also be invited to attend regular Volunteer Organizer's Forums which are opportunities for networking, support, sharing of good practice and informal training.

The Volunteer Centre also offers advice and guidance on all issues concerning volunteers and volunteering.

Although Telford and Wrekin Volunteer Centre has access to a large number of potential volunteers we cannot guarantee that we will signpost or refer volunteers to you. Volunteers who visit the Volunteer Centre are given a minimum of three options to consider. They are then invited to contact organizations of their choice or if they prefer, referral details will be sent from the Volunteer Centre.

THE NATIONAL VOLUNTEERING WEBSITE

Currently we place “live” volunteering opportunities onto the national volunteering database www.do-it.org.uk for all volunteering opportunities within the Telford & Wrekin area.

From this information, prospective volunteers are able to register directly online and the volunteer centre receives an email with their contact details, we then send them information on the opportunity or if they wish refer them to the organisation/organisations of their choice.

Because of increased activity from this website due in part to the current economic climate, we propose to make some changes.

Organisations not affiliated to CVS

From the 1st April we propose that prospective volunteer’s details are directly emailed from do-it to the organisations that they wish to volunteer for. This would mean that organisations’ email details would be the direct contact for the enquiry and the organisation would respond directly to the volunteer.

Your opportunities will continue to be placed on the volunteer centre data base for personal callers to the volunteer centre.

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Organisations affiliated to Telford & Wrekin CVS can request that the volunteer centre remains as the initial point of contact. Please let us know if this is your choice on 01952 291350.

May I point out that affiliation to Telford & Wrekin only costs £6 a year and includes reduced fees for training, access to funding advice, developmental support, bi-monthly newsletters and invitations to forums, conferences and consultation events.

FUNDING FOR MANAGEMENT SKILLS

Capacity builders have a new bursary fund to support volunteer management skills development. If you manage and support volunteers you may be eligible for a skills development bursary of up to £1950. Each bursary will fully fund an approved skills development package with three access levels - distance and online learning options also available. There are a limited number of bursaries available so early application is advised.

Bursaries are available to individuals in England who support, coordinate, manage or have strategic responsibility for volunteers. Making an application is simple, quick and online.

Delivery is being undertaken regionally via four approved training providers. Each skills development package is aligned to the national occupational standards in volunteer management and offers the option of nationally recognised accreditation at levels 3, 4 or 5.

Application opens on Monday 22 March. To find out if you are eligible and to find out more about the programme and how to apply please visit the website.
<http://www.capacitybuilders.org.uk/vmpskills>

2012 VOLUNTEER CAMPAIGN

A campaign is to be launched in the midlands on the 1st April to coincide with Sebastian Coe's visit to the West Midlands and will continue up to, and including, National Volunteer week in June. This campaign will launch a volunteering opportunities notice board on the wmfor2012.com website which will also provide practical advice and guidance on volunteering and profile some of the West Midlands most dedicated volunteers. The aim of the campaign is to generate awareness of volunteering opportunities in the West Midlands (making the clear link to 2012) and inspire people to get involved in their local communities and at major West Midland sporting events. Volunteers, volunteer-involving organisations and local volunteering infrastructure bodies have got a valuable role to play in ensuring volunteering remains high on the political agenda as the election approaches.

VOLUNTEERING ENGLAND MANIFESTO – WHAT ORGANISATIONS CAN DO

As the General Election approaches, Volunteering England has launched its [manifesto](#) and a Volunteering Pledge to encourage MPs and candidates to show their support for volunteering.

They need your help so that locally and nationally MPs and candidates are aware of the difference volunteering is making and are committed to supporting volunteers and volunteering organisations after the election.

The Manifesto and Volunteering Pledge create an ideal opportunity for organisations to get candidates talking about volunteering. By engaging with your MP and candidates in the run up to the election, you can help to build support for volunteering locally and nationally. It is also an ideal opportunity to showcase the work of your organisation and forge long term links with politicians in your area. For further information visit <http://www.volunteering.org.uk/mpfinder/mpfinder.aspx>

FREE VOLUNTEER HEALTH CHECK

The Volunteer Centre has developed a health check for all volunteer involving organisations. The purpose of this health check is to provide a diagnostic tool as a starting point for thinking, planning and setting up a volunteer structure. It will also indicate the level of support required from the volunteer centre.

The guide will support any organisation which is considering using volunteers; however, it will also be a useful resource for organisations that already have volunteers to develop the volunteer program what they have in place.

It has 8 sections which include:

1. Developing a volunteer program
2. Policies and Procedures
3. Volunteer Roles
4. Volunteer Recruitment
5. Volunteer Selection
6. Support and Supervision of volunteers
7. Motivating Volunteers
8. Diversity In your Volunteer Program

This guide will be a useful resource for:

- Trustees/management committee members
- Paid staff at a managerial/strategic worker level
- Volunteer coordinators/supervisors

As the Volunteer centre aims to widen access to volunteering for older volunteers.

The section on diversity asks:

8. Diversity in your Volunteer Program
Does your organisation actively encourage all sections of the community to volunteer?

Are volunteer roles developed that reflect the needs of the organisation and the needs of volunteers?
Are tasks adapted, where possible to suit the needs and interests of individual volunteers?
Do images in marketing material reflect the diversity of the community?
Does your organisation monitor the diversity within your volunteer team and undertake procedures to support wider representation from some sections of the community?

DATES FOR YOUR DIARY

Volunteer Management Training

“How to Keep Volunteers Motivated”

Friday 7th May 2010 10:00 – 1:00

Meeting Point House

Following this workshop learners will: -

- Appreciate what motivates and de-motivates volunteers
- Be able to identify signs and causes of de-motivation
- Have the tools to deal with motivation

This is a highly interactive workshop which will draw on examples of good practice to support the recruitment and retention of volunteers.

For further information and a booking form contact CVS on 01952 291350

Volunteers’ Week 2010 1st - 7th June

Volunteers’ Week is an awareness raising event which takes place across the UK annually. The themes of the week “*Recognise, Reward and Recruit*”, highlight the contribution of the 20 million+ people across the UK who give their time freely, encouraging others to get involved in volunteering. The week is co-ordinated in England by volunteer development agency Volunteering England (VE), with the majority of on-the ground activity organised by our network of 350+ volunteer centres.

The week provides an opportunity to showcase the diversity of volunteering and its contribution past, present and future. Although over 20 million people already volunteer, the week aims to encourage others to consider getting involved.

Telford & Wrekin Volunteer Centre is using the opportunity that the week holds to have a "Recognise, Reward and Recruit event which recognises the important role that older volunteers play (55 +) within the community. It plans to hold a photographic display during the week to demonstrate the diversity of volunteering within the borough undertaken by older people.

Now is the time to start planning for Volunteers' Week 2010 and the Volunteer centre looks forward to working with other organisations to help celebrate volunteering!

Volunteer Organisers Forum

You are invited into the Volunteer Organisers Forum due to take place on Monday 12th April 2:00 – 4:00 at Meeting Point House. The forum is aimed at staff, trustees and volunteers who are responsible for managing and supervising volunteers. It gives the opportunity for networking, sharing of good practice and informal training.

VOLUNTEER ORGANISERS FORUM AGENDA

- 2:00 Registration, coffee and networking
- 2:15 Welcome and introductions
- 2:30 Workshop – Ensuring diversity in your volunteer program
- 3:00 Volunteer Week
- 3:30 Sharing and ideas for future forums
- 4:00 Close

Would you please complete and return the form below to reserve your place at the Volunteer Organisers' Forum.

RETURN SLIP FOR VOLUNTEER ORGANISERS' FORUM

I am/unable (delete as applicable) to attend the Volunteer Organisers' Forum

Name: _____

Organisation: _____

Address: _____

Tel No: _____

Email address: _____

Data Protection

To comply with legislation in its use of data, Telford & Wrekin CVS will treat your completion of this form as consent for the information to be used for the purposes for which it has been collected.

Please return by email to: Beverlyharris@tandwcvcs.org.uk
maureenwailes@tandwcvcs.org.uk

by post to: Telford & Wrekin CVS
FREEPOST NWW16712
TELFORD
Shropshire TF3 4ZA