



# People First - Total Solutions

**USEFUL RESOURCES THAT ARE AVAILABLE TO SUPPORT YOU IN THE  
DEVELOPMENT OF YOUR VOLUNTEER PROGRAMS**

## **AUSTRALIAN VOLUNTEER CENTRE NETWORK**

Throughout Australia there exists a vast network of State and regional based Volunteer Centres, whose role it is to support volunteer involving agencies in recruiting new volunteers and supporting their volunteering endeavours

### **NATIONAL**

**Volunteering Australia** - [www.volunteeringaustralia.org](http://www.volunteeringaustralia.org)

*Volunteering Australia is the national peak body for volunteering. Volunteering Australia produce a number of key publications including the National Standards for involving Volunteers in not-for-Profit agencies and the Australian Journal on Volunteering*

### **STATE AND TERRITORY**

*Each State and Territory also has a representative body that advocates for volunteering on a state by state basis. Listed below are the websites of these key agencies*

**Volunteering ACT** - <http://www.volunteeract.com.au>

**Volunteering NSW** - <http://www.volunteering.com.au>

**Volunteering Queensland** - <http://www.volqld.org.au>

**Volunteering SA & NT** - <http://www.volunteeringsa.org.au>

**Volunteering Tasmania** - <http://www.voltasinc.com>

**Volunteering Victoria** - <http://www.volunteeringvictoria.com.au>

**Volunteering WA** - <http://www.volunteer.org.au>

### **REGIONAL**

*Within each state and territory regional Volunteer Resource Centres have been created to support volunteering infrastructure on a local level. Throughout Australia there are nearly 100 of these Centres that are available to support the needs of your group*

A full and up-to-date list of Volunteer Centre locations around Australia is available on the Volunteering Australia website at - [www.volunteeringaustralia.org](http://www.volunteeringaustralia.org)

## **OTHER RESOURCES**

### **DAYS / WEEKS OF CELEBRATION**

#### **International Volunteers Day**

International Volunteers Day is celebrated around the world each year on December 5.

#### **International Volunteer Managers Day**

International Volunteer Managers Day is celebrated annually by Volunteer Managers on the 5th of November. Visit [www.volunteermanagersday.org](http://www.volunteermanagersday.org) for more information



#### **National Volunteer Week**

National Volunteer Week is celebrated in Australia each year during the third week of May

#### **Volunteer's Day (South Australia Only)**

Is celebrated with a shared public holiday on the Queen's Birthday weekend in June each year

### **EDUCATION & TRAINING OPPORTUNITIES**

#### **Australian Volunteer Centre Network**

Most State and many regional Volunteer Centres around the country provide opportunities for both volunteers and volunteer managers to participate in ongoing training sessions. Visit your local Volunteer Centre website for further details.

#### **Australasian Retreat for Advanced Volunteer Management**

An annual 3 day training event which targets leaders of volunteers who have been working in the field for more than two years [www.vpmretreat.com.au](http://www.vpmretreat.com.au)

#### **TAFE SA**

Onkaparinga TAFE in South Australia offer a range of Certificate Courses in Active Volunteering and Volunteer Management.

<http://www.courses.tafesa.edu.au/xml/careergrp/CarGrpCOMMCOMM.aspx>

### **GENERAL RESOURCES**

#### **OzVPM - Australasian Volunteer Program Management Web Site**

The OzVPM website was created in 2002 and features a wide range of useful resources and links including a monthly hot topic, job vacancies in the volunteerism field, database management information, an online community and book store. [www.ozvpm.com](http://www.ozvpm.com)

#### **National Standards for Volunteering**

Developed and endorsed by Volunteering Australia, the 'Australian National Standards for involving volunteers in not-for-profit agencies' form the foundation of good volunteer management practices. Copies of the National Standards are available from Volunteering Australia

#### **People First Total Solutions**

The site of one of Australia's leading volunteerism experts, Martin j Cowling, the People First Total Solutions website offers a wide range of up to date information from the field, a free regular newsletter and many ways for you to improve volunteer programs. [www.pfts.com.au](http://www.pfts.com.au)

#### **Energize**

Arguably the world's leading volunteerism website, created by leading US consultant, author and commentator, Susan J Ellis. Boasts monthly hot topics and links to resources from all over the world [www.energizeinc.com](http://www.energizeinc.com)

## **GOVERNMENT DEPARTMENTS SUPPORTING VOLUNTEERING**

*Many state and territory governments have departments dedicated to the promotion of volunteering as a healthy and productive way of life. Many of these offer an excellent range of resources to support you in effectively running your volunteer group or project*

### **New South Wales Volunteering Web Portal**

The Department of Premier and Cabinet in NSW has created a web portal which seeks to work in partnership with government agencies and the community sector to develop and implement policies and strategies that make volunteering easier and more accessible.

<http://www.volunteering.nsw.gov.au/home>

### **South Australian Office for Volunteers**

The SA Government operates an Office for Volunteers which helps to promote and support volunteering in SA as well as monitor the level of volunteering activity in the State <http://www.ofv.sa.gov.au>



### **Western Australia Volunteering Secretariat**

The WA Volunteering Secretariat is a part of the WA Government's Department of Communities. It's role includes the development and implementation of policy on volunteering initiatives, the monitoring of volunteering trends and the provision of advice to the Minister

<http://www.communities.wa.gov.au/DFC/Communities/volunteers/>

## **JOURNALS AND MAGAZINES**

### **Australian Journal on Volunteering**

Produced by Volunteering Australia, the Australian Journal on Volunteering is a great resource for groups involving volunteers to keep up-to-date with recent volunteering trends. The journal is available in an on-line format only. To learn more and subscribe, visit the Volunteering Australia website at [www.volunteeringaustralia.org](http://www.volunteeringaustralia.org) and follow the 'publications' links found there

### **e-volunteerism**

Established in 2000, e-volunteerism is the world's largest and most comprehensive on-line journal specialising on the topic of volunteerism. It is a terrific resource for keeping abreast of trends at home and further afield. To learn more visit [www.e-volunteerism.com](http://www.e-volunteerism.com)

## **ONLINE NEWSGROUPS & LISTSERVES**

### **OzVPM Newsgroup**

Established in 2002, the OzVPM Newsgroup is Australia's largest specialist online community dedicated specifically to volunteer management. It is free to join and more information can be found at [www.ozvpm.com](http://www.ozvpm.com)

### **Volunteering Australia e-forums**

The Volunteering Australia website boasts an e-forum section where discussion is encouraged around issues that deal with volunteering. Visit the Volunteering Australia website and follow the 'e-forum' links you will find there. [www.volunteeringaustralia.org](http://www.volunteeringaustralia.org)

## **ON LINE VOLUNTEER RECRUITMENT WEBSITES**

### **Australian Volunteer Centre Network**

Most State and many regional Volunteer Centres around the country provide a free matching service both on their websites and within their Centres. Visit your local Volunteer Centre website for further details.

### **Australian Volunteer Search**

Australian Volunteer Search is the online volunteer recruitment site provided by the Australian Commonwealth Government <http://www.volunteersearch.gov.au>

### **GoVolunteer**

Go Volunteer is the official online volunteer recruitment website run by Volunteering Australia and its partners. The site provides free Internet advertising for not-for-profit community organisations who are looking for volunteers.

<http://www.govolunteer.com.au>

### **Our Community**

Our Community is a world leading social enterprise that provides advice and tools for Australia's 700,000 community groups and schools

<http://www.ourcommunity.com.au>

## **PROFESSIONAL & REPRESENTATIVE BODIES**

### **Australasian Association for Volunteer Administrators**

AAVA, the Australasian Association for Volunteer Administrators are the national professional body which has been created to further the field of volunteer management in Australia and New Zealand. You can learn more about - and join AAVA at: <http://www.aava.asn.au/>



### **IAVE - International Association for Volunteer Effort**

IAVE was created in 1970, and is the only international organisation with the mission to promote, celebrate, and strengthen volunteerism worldwide.

<http://www.iave.org>

## **PUBLICATIONS FOR SALE**

### **OzVPM Online Bookstore**

The OzVPM Bookstore hosts a wide range on electronic and hard print volunteer management publications from Australia and right around the world [www.ozvpmbookstore.com](http://www.ozvpmbookstore.com)

### **The Centre for Volunteering Online Store**

The Centre for Volunteering (Volunteering NSW) has available on its website a small range of publications as well as volunteering merchandise for sale. [www.volunteering.com.au](http://www.volunteering.com.au)

### **Volunteering SA & NT Online Bookstore**

Available through the Volunteering SA & NT are a range of key Australian publications and other volunteering merchandise. [www.volunteeringsa.org.au](http://www.volunteeringsa.org.au)

### **Volunteering Australia Online Publications**

Volunteering Australia is the authorised retailer of the Australian National Standards for Volunteer Involvement as well as the Australian Journal on Volunteering [www.volunteeringaustralia.org](http://www.volunteeringaustralia.org)

## **RECOMMENDED PUBLICATIONS**

**"Beyond Police Checks"** by Linda Graff

- ~ Beyond Police Checks tackles some of the more difficult issues that arise with the screening and appropriate recruitment of volunteers

**"Building Staff / Volunteer Relations"** by Ivan Scheier

- ~ A great book which examines the complex art of combining paid staff and volunteers

**"From The Top Down"** by Susan J Ellis

- ~ This book deals with the tricky role of 'managing up' and gaining top level support for your volunteer program

**"National Standards for Involving Volunteers "** by Volunteering Australia

- ~ The National Standards outline the key elements to running a successful volunteer program and are a must for any agency working with volunteers

**"The Volunteer Recruitment Book"** by Susan J Ellis

- ~ A terrific book which examines the many facets of volunteer recruitment

**"Turn Your Organisation into a Volunteer Magnet" (2nd ed)** by Andy Fryar, Fraser Dyer and Rob Jackson

- ~ This collection of short testimonies from volunteer managers around the world gives a practical insight into what makes a volunteer program successful

**"Volunteering: Why we can't survive without it"** by Melanie Oppenheimer

- ~ The definitive historical account of volunteering in Australia

**"Volunteer Management: an essential guide"** by Joy Noble, Louise Rogers and Andy Fryar

- ~ The quintessential Australian guidebook to managing volunteer programs.