

Engage &amp; Exchange: Your January PD Bulletin



What a start to 2020. The devastating bushfires nationwide have provided a wake-up call for many people about how important volunteering is in assisting communities in times of crisis. From sorting donated food and clothing, to fighting fires, to providing relief for our wildlife, volunteer-involving organisations have been at the forefront of our national response.

At Volunteering Victoria we are doing what we can to ensure that the sector has the resources, support and recognition it needs to lead the ongoing recovery effort. Earlier this month Scott sent out specific information about [what is currently being done](#). Over the next few months we'll be working to ensure that our advocacy and response are giving you the resources you need to continue to serve our community. Please [reach out](#) if you have specific resources or training you'd like to see us focusing on.

As usual here in Engage and Exchange we have a host of public training dates (which are beginning to fill up!), the return of our webinar program, mentoring program, information about our 2020 CPD program and much more.

Happy reading!

**Sara Sterling**

Sector Development Manager





## — CPD —

### **Congratulations to our first cohort of CPD participants!**

We've been so grateful for the enthusiasm you have all shown for this new Volunteering Victoria initiative. Registered CPD participants have been busy submitting their points and reflective pieces and it's great to see all of the professional learning that has occurred this year. PLV packs will be sent out to those who have successfully completed the program shortly.

Those on the wait list for the 2020 program will be contacted soon with information about how to start their CPD journey. It's not too late to sign up!

>> [Join the wait-list for 2020 here.](#)

Any questions or feedback about the program contact [cpd@volunteeringvictoria.org.au](mailto:cpd@volunteeringvictoria.org.au)

### **Social media:**

If you are posting about CPD on social media, or want to recognise a colleague who has completed CPD this year, please tag us on [Facebook](#) and [Twitter](#), or [LinkedIn](#).



## — workshops —

### **A - Z of Volunteer Management**

**When:** Wednesday 12 February

**Where:** [Melbourne Meat Market](#)

**Time:** 9:30 am – 3:30 pm

**Cost:** Member **\$250**; Non-Member **\$330**

**CPD points:** 2

>> [Register here](#)

**When:** Wednesday 6 May

**Where:** [Melbourne Meat Market](#)

**Time:** 9:30 am – 3:30 pm

**Cost:** Member **\$250**; Non-Member **\$330**

**CPD points:** 2

>> [Register here](#)

This interactive workshop will provide participants with a sound understanding of best practice volunteer management. The following areas will be covered: advertising and recruitment, induction, ongoing support, supervision and recognition, safety and risk management, through to the exit stage. It is designed specifically for those new to the role or leaders wanting to check that their program is on the right track.

## WORKSHOP: Recruitment, Reward and Recognition

**When:** Wednesday 26 February

**Where:** [Melbourne Multicultural Hub](#)

**Time:** 9:30 am – 1:00 pm

**Cost:** Member **\$175**; Non-Member **\$230**

**CPD points:** 2

This interactive workshop provides participants with strategies they can implement into their program. Participants will use the National Standards for Volunteer Involvement to develop or improve an existing volunteer program so that they can successfully recruit, retain and recognize the important contribution volunteers make; leading to longer retention rates and a healthy workplace culture.

>> [Register here](#)

## The Tuff Stuff - Volunteer Performance Counselling

**When:** Wednesday 4 March

**Where:** [Melbourne Multicultural Hub](#)

**Time:** 9:30 am – 1:00 pm

**Cost:** Member **\$175**; Non-Member **\$230**

**CPD points:** 2

**When:** Wednesday 10 June

**Where:** [Melbourne Multicultural Hub](#)

**Time:** 9:30 am – 1:00 pm

**Cost:** Member **\$175**; Non-Member **\$230**

**CPD points:** 2

>> [Register here](#)

>> [Register here](#)

While managing volunteers is usually a rewarding task, there can be challenges in volunteer management and performance counselling is a major challenge for many of us. If you avoid confrontation like the plague, struggle to give constructive feedback, and feel like you're going into battle every day - this workshop is for you.

## National Standards for Volunteer Involvement

**When:** Wednesday 25 March

**Where:** [Melbourne Multicultural Hub](#)

**Time:** 9:30 am – 1:00 pm

**Cost:** Member **\$150**; Non-Member **\$180**

**CPD points:** 2

The National Standards for Volunteer Involvement (2015) are Australia's best practice roadmap for volunteering. This workshop will introduce managers of volunteers to the framework and explore ways that it can be implemented to suit your program's needs. Participants will be introduced to a tool that will facilitate a self-audit against the standards and receive a copy of the Implementing the National Standards Guide and Workbook upon completion.

>> [Register here](#)

**When:** Wednesday 15 April

**Where:** [Melbourne Multicultural Hub](#)

**Time:** 9:30 am – 1:00 pm

**Cost:** Member **\$175**; Non-Member **\$230**

**CPD points:** 2

Well-developed and defined organisational values can be a powerful recruitment and retention tool for volunteers. By guiding decision making and behaviour, values can be one of the most important tools for volunteer managers. This session explores how greater understanding of personal and professional values can enhance your skills as a volunteer manager.

>> [Register here](#)

---

## Building an Inclusive Volunteer Program

**When:** Wednesday 13 May

**Where:** [Melbourne Multicultural Hub](#)

**Time:** 9:30 am – 1:00 pm

**Cost:** Member **\$175**; Non-Member **\$230**

**CPD points:** 2

We all aim to have diversity in our volunteer programs, but developing and maintaining a truly inclusive volunteer program can be challenging. This session builds on lessons, resources and tools from the [Victoria ALIVE](#) project about how to ensure your volunteer program is truly inclusive.

>> [Register here](#)

---

## Coaching Volunteers Through Organisational Change

**When:** Wednesday 3 June

**Where:** [Melbourne Multicultural Hub](#)

**Time:** 9:30 am – 1:00 pm

**Cost:** Member **\$175**; Non-Member **\$230**

**CPD points:** 2

This session looks at the tools and strategies necessary for Managers of Volunteers to coach volunteers through organisational change with reference to the National Standards for Volunteer Involvement.

>> [Register here](#)

---

## Volunteers and the Law

**Time:** 9:30 am – 4:30 pm

**Cost:** Member **\$270**; Non-Member **\$350**

**CPD points:** 2

This full day session run by Justice Connect will provide essential training for anyone in a position of managing or coordinating volunteers. On completion of this training participants will understand how the law applies to volunteers and the implications this has for volunteer management practices.

>> [Register here](#)

---

## Certificate IV in Coordination of Volunteer Programs

Thanks to those of you who emailed us with your interest in completing the Certificate IV in Coordination of Volunteer Programs (CHC44015) through the Centre for Volunteering and the National School of Volunteer Management [RTO code 90031]. There is still time to express interest in enrolling in the Certificate IV in Coordination of Volunteer Programs (CHC44015).

Cost: Members \$2,640; Non-Members: \$3,300

### About the Certificate IV:

11 online units of competency and will take a year to complete

Participants must be volunteer managers as the course is designed to incorporate many tasks and experiences from your workplace

Volunteering Victoria will host monthly support sessions at our office for participants

Participants will be eligible for CPD points

>> Interested? Email Sara Sterling [sara@volunteeringvictoria.org.au](mailto:sara@volunteeringvictoria.org.au), and we will be in touch to discuss the next steps.



---

## mentoring PROGRAM

Applications for our mentoring program **are open!** Application forms and a new skills audit to assist us with matching are now online.

### Why join the Mentoring Program in 2020?

- Increase your networks in the sector
- A great way to become more involved with Volunteering Victoria
- Earn [CPD points](#)

>> [Find out how to apply here.](#)



## Register for our first webinar of 2020!

**Topic:** Recognising the contribution of volunteers

**Speakers:** Marg Joiner (Zoos Victoria) & Alice Dickins (Heide Museum of Modern Art)

**When:** Thursday 6 February 2020 at 2:00 - 3:00 pm

**CPD points:** 0.5

Volunteer recognition is a year-round process. After celebrating the festive season our Sector Development Manager Sara Sterling is joined by Marg Joiner (Zoos Victoria) and Alice Dickins from Heide Museum of Modern Art to talk about how they approach volunteer recognition internally, externally and with budgets large and small.

>> [Register here.](#)

**Topic:** Involving International Students in your Volunteer Program

**Speakers:** Emma Last (Study Melbourne), Iain Finlayson (Melbourne Writers Festival) & Susan McLaine (State Library of Victoria)

**When:** Thursday 5 March 2020 at 2:00 - 3:00 pm

**CPD points:** 0.5

>> [Register here.](#)

Stay tuned for more information on upcoming webinars focused on skilled volunteering, and employee volunteer programs.

>> Listen to past webinars [here](#).

Are you interested in being involved in **Volunteering Victoria's webinar program for 2020**? Is there an aspect of volunteer management that you feel passionate about and you have experience you would like to share with your peers? Our webinar program is a great way to do so.

>> Contact Sara Sterling [sara@volunteeringvictoria.org.au](mailto:sara@volunteeringvictoria.org.au) to talk about what is involved.

*"Being a presenter on the webinar series was a great way to bring the context of my work in to a bigger conversation across the volunteer sector. It was an easy process and Sara was*

Participation & Development Coordinator, Youth Affairs  
Council Victoria



## — special interest — GROUPS MEMBERS ONLY

Volunteering networks provide an opportunity for Volunteer Managers to share information and resources, discuss issues of common interest, access professional development, and to make new connections and collaborate on projects and activities. The meetings are held quarterly and open to members of Volunteering Victoria. **New members are welcome.**

>> For more information or to RSVP, please contact Sara Sterling, Sector Development Manager at [s.sterling@volunteeringvictoria.org.au](mailto:s.sterling@volunteeringvictoria.org.au) or **8327 8509**

### Leadership in Volunteering 2020

**When:** Wednesday 13 Feb, 2:30pm - 4pm

**Where:** Uniting

**Cost:** Free (Members only RSVP essential)

**Topic:** Spontaneous Emergency Volunteering

**CPD points:** 0.5

### Employee Volunteering 2020

**When:** Thursday 20 February, 8:30am - 10am

**Where:** RACV

**Cost:** Free (Member only RSVP essential)

**Topic:** Spontaneous Emergency Employee Volunteering

**CPD points:** 0.5

### Inclusive Volunteering 2020

**When:** Tuesday 10 March

**CPD points:** 0.5

SIG meeting invitations get sent out **3 weeks** prior to meetings to people who have registered their interest in being involved in the SIG ahead of time.

>> To be added to the mailing list for the Employee Volunteer, Inclusive, or Leadership SIGs, please send your interest to [info@volunteeringvictoria.org.au](mailto:info@volunteeringvictoria.org.au).

— volunteering victoria —  
MEMBERSHIPS

[Subscribe](#)[Past Issues](#)[Translate ▼](#)

heard, get involved, save time, keep learning, raise their profile, build their networks and save money.

For more information, please contact us on **03 8327 8500** or  
[info@volunteeringvictoria.org.au](mailto:info@volunteeringvictoria.org.au)

**Volunteering Victoria: Your state peak body for more effective volunteering**

Want to change how you receive these emails?  
You can [update your preferences](#) or [unsubscribe from this list](#).

Volunteering Victoria is proudly funded by:

