



## VOLUNTEER BRIEFING PACK

### What Is Volunteering All About?

#### Welcome to Midnight Basketball!

Our volunteers are the backbone of Midnight Basketball and provide a never ending list of skills and support to enable Midnight Basketball to be a worthwhile experience for our youth.

Please have a read of the following information to help you understand the valuable role that volunteers play and what may be some of the great experiences you can look forward to by being involved with Midnight Basketball.

#### Why do people volunteer?

- To help others and make a difference in their Community. To give back.
- To be involved in their Community.
- To contribute to a cause they care for or are passionate about.
- To use skills they have in productive ways.
- To teach and exchange skills and ideas.
- To develop new skills and have a unique experience.
- To meet new people and make friends.
- To fulfil community service components of a study program or course.
- To gain work experience.
- To help make their Community a better place for all members.

#### Volunteering

Volunteer roles should be developed according to the principle that they add value to an organisation in a way that paid roles do not. Volunteers add value by bringing skills, knowledge and a willingness to make a positive contribution that opens up new possibilities for the organisation and the Community. They take on responsibilities and contribute in a way that assists the organisation to carry out its objectives, and they also provide the organisation with resources that it wouldn't otherwise have access to.

#### Volunteering on a Committee or Board

Generally speaking the role of any volunteer on a Committee or Board is to provide broad-based input into planning and decision-making about particular issues or events in their Community.

With this in mind, Committee selection is an important consideration. The range of interests and skills must be broad enough to represent the aims of the organisation including who the program is aiming to attract.



## Supporting Volunteers

Organisations that have a positive impact in the Community build strong volunteer networks. They value their volunteer base and create exceptional experiences to assist their volunteer base to emotionally 'connect' with the organisation's or programs core values and mission. The volunteers also receive something in return: they are connected, inspired and transformed in the process of working for a cause.

Websites, email updates and newsletters are valuable tools to communicate experiences, and face to face opportunities for connection are all important to support and retain volunteers. Access to the internet and/or computers to enable the downloading of materials is important in volunteer management.

All volunteers should obtain the knowledge and skills required to fulfil their role. Feedback about their contribution and recognition is needed to ensure they can effectively carry out their responsibilities. Volunteers may work on projects because they feel strongly about the mission and vision of the organisation or program but make no mistake, everyone wants to be recognised for their efforts.

Written Role Descriptions must be provided to allow managers and volunteers to understand the nature of the agreed work.

## Training Volunteers

The value and necessity of training for volunteers is widely accepted as being important. Volunteers should receive training from the organisation that is relevant to the work that is expected to be carried out.

Training may be delivered in a number of ways:

- Face to face training workshops and seminars;
- Self-paced, that is, at home or the workplace;
- Distributing information in the form of brochures, induction packs, speeches at volunteer events, and/or website/email contact with the organisation;
- Providing podcasts, You Tube, video clips which provide volunteers the opportunity of downloading programs to their computer so they listen in their own time;
- Printed materials such as translating organisational findings in volunteer program newsletters.