

## MANAGERS OF VOLUNTEERS NETWORK MEETING MINUTES

**Date:** 29 June 2007

**Facilitated by:** Volunteering Queensland (VQ)

**Organisations Present:**

Australian Red Cross	Leukemia Foundation of Qld
Community Living Program	Life Stream Foundation
Diversity in Childcare Inc	Queensland With Disability Network
Ernst and Young	Seeing Eye Dogs Queensland
Esk Shire Council	Suncare Community Services Inc
Laidley Shire Council	Volunteering Queensland

TOPIC	DIALOGUE
<b>Welcome</b>	Welcome to organisations and introductions from each organisation representative
<b>VQ Segment</b>	<p><b>New Web Site:</b> This meeting focused on the launch of Volunteering Queensland's new website "Volbase".</p> <ul style="list-style-type: none"> <li>• Volunteering Queensland's new data base is user friendly to both Volunteers and organisations seeking volunteers.</li> <li>• This website will provide services to both insured and uninsured organisations on a different scale. Insured organisations will be able to list volunteer job opportunities; uninsured organisations will be able to publish basic details on VQ website for the first time.</li> <li>• When applying for registration, organisations will undergo VQ approval, which will be processed in two working days, before being able to access additional online functions.</li> <li>• For insured organisations, the new website can be accessed using username and password. Organisations can review and update their information and jobs, change the status of their jobs and list new positions.</li> <li>• For uninsured organisations, the new website can be accessed using username and password. Organisations can review and update their information.</li> <li>• Organisations will be able to be responsible for changing their job statuses online.</li> <li>• Active Job status will have a life span of 90 days. Organisation will be notified before their jobs go on hold. Jobs that have been on Hold for a period of 12 months will be cancelled - organisation will be notified before the job gets cancelled. Organisation will still be able to re-activate at a later date if needed.</li> <li>• Organisation will have free direct link and applicants can send applications directly.</li> <li>• Volunteers can access jobs throughout Queensland and can apply for jobs online as either a registered or unregistered volunteer.</li> <li>• Registered volunteers can create and store their profile, update their profile online, details get automatically entered into an online job application form, can also view history of all previous job</li> </ul>

TOPIC	DIALOGUE
	<p>applications.</p> <ul style="list-style-type: none"> <li>• Unregistered volunteers will need to enter their details each time they complete an online job application form.</li> <li>• Volunteers interested in working with an uninsured organisation can make a direct contact with the organisation to discuss their interest in working with them.</li> </ul> <p><b>TRAINING AND ACTIVITIES</b>-This link will provide all the information related to training. Participants can browse through regions, location, and course list-can look for specific courses. Time relevant courses will be shown and participants can register on line. History of courses attended will be provided on the web page. Participants can also update their profile, user name and password. To cancel, participants will have to call the training coordinator-will have to follow the cancellation manual. Payments can be made by cash or cheque only.</p>
<b>Upcoming Events</b>	<ul style="list-style-type: none"> <li>• <b>Susan Ellis:</b> Symposium on 20<sup>th</sup> and 21<sup>st</sup> of September by Susan Ellis visiting President of Energize from Canada (more information coming soon).</li> <li>• <b>Retreat for Volunteer Managers</b> on the 25<sup>th</sup> and 26<sup>th</sup> of September in Hobart-Tasmanian</li> <li>• Volunteering Australia is holding its <b>National Conference</b> in early September 2008.</li> <li>• <b>Volunteer Cricket day</b> this year is on 23<sup>rd</sup> of November.</li> </ul>
<b>Engaging People with Disabilities</b>	<p><b>Guest Speakers.</b></p> <p><b>1. Geoff Trappett: OAM (Disability Sector Consultant)</b></p> <p>Geoff is a Paralympic athlete and has represented Australia in the Paralympics. Geoff presented information and answered questions on the topic "Engaging People with Disabilities"</p> <ul style="list-style-type: none"> <li>➤ People with a disAbility should be treated as a person first, and their disability should be taken into consideration as a second factor</li> <li>➤ People with disAbility prefer open, honest, and straight forward approach from their co-workers and from the organisation that they are representing</li> <li>➤ Honesty plays an important role in recruiting and retaining volunteers with a disAbility. If the applicant is not suitable to do a job, employers should explain to them the criteria/s that they didn't meet</li> <li>➤ Language (terms) plays an important role in a disAbled person's life. People still refer to disAbility as incapacity, crippled, mentally retarded, handicapped, invisible, confined to wheelchair and so on</li> <li>➤ Upbringing plays an important role in a disAbled person's reaction to these terms and to the environment around them</li> <li>➤ People with disAbility prefer/appreciate if people around them ask for</li> </ul>

TOPIC	DIALOGUE
	<p>their opinion</p> <p><b>2. Betsy-May Adamson-Life Stream Foundation</b></p> <ul style="list-style-type: none"> <li>➤ Life Stream Foundation clients are primarily people with intellectual disability</li> <li>➤ The focus of Betsy's talk was on the importance of honesty towards people with disability, risk management and safety</li> <li>➤ It is important that all volunteers are treated as an individual and taken through the same recruitment and selection</li> <li>➤ Use politically correct language – <a href="#">see 'A way with words'</a></li> <li>➤ Please <a href="#">click here</a> for information on disAbilities</li> </ul>
<p><b>Next Month's Topic (Friday 27 July)</b></p>	<p><b>Recruitment, Retention and Recognition</b></p>