

## POSTING OPPORTUNITIES FOR VOLUNTEER TRAINING ON THE VOLUNTEER VICTORIA SITE

### WHY SHARE YOUR VOLUNTEER TRAINING?

Agencies that work in a specific area of service, such as seniors, youth, at-risk populations, environment, etc, frequently provide similar kinds of training for their volunteers. There may be 5-6 agencies delivering the same topic to their volunteers over the course of a year.

Agencies are now starting to look at ways of reducing training costs, resources and time by collaborating on volunteer training, and opening their training to other agencies. In some cases, as with the Volunteer Services in Geriatric Care Committee, the agencies are also making their volunteer training available to interested potential volunteers in the community, as an innovative volunteer recruitment technique.

The benefits of shared training also include increased volunteer capacity, as your volunteers may receive a broader range of training opportunities than your agency might be able to provide. Your volunteers will also be able to network with their peers carrying out similar roles in other organizations.

### WHAT TO CONSIDER WHEN SHARING VOLUNTEER TRAINING

However you want to approach sharing your volunteer training, here are some considerations to keep in mind.

- How many volunteers from other organizations are you able to accommodate? Do you need to limit the number of registrations that you accept from other agencies?
- Will your training be open just to volunteers from other like organizations, or are you making this a recruitment opportunity by opening it to potential new volunteers.
- The training opportunities posted on Volunteer Victoria's web site are offered free of charge to the volunteer and agency (other than any cost for food / meal provided).
- When developing the flyer / information sheet for your training, here are some things that you'll want to include:
  - Title, content and facilitator  
Include a couple of lines about the topic and a few words about the facilitator
  - Date, time and location of the training  
A link to Google maps for the location is always helpful, as is information about bus routes and parking
  - If there is food / lunch provided, please remember to indicate the cost
  - The number of external volunteers that you are able to include (if there is a limit)
  - The name of your agency, the contact person and phone number/email for enquiries about the training
  - Where to send the registration to (email / fax # / mailing address)
  - Any specific information about the training, your location (e.g. accessibility) or other information that would be relevant to volunteers interested in attending

### QUESTIONS?

If you have any questions about posting a volunteer training offering on Volunteer Victoria's site please contact Val at [val@volunteervictoria.bc.ca](mailto:val@volunteervictoria.bc.ca) or call 250.386.2269