

Finding and Managing Volunteers using the V-STAR Web Tool

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Welcome to V-STAR - Mozilla Firefox

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Welcome to V-STAR

https://www.recsport.sa.gov.au/v-star/video.php

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**STAR**

Volunteers - Find Them, Keep Them, Back Them

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QuizAction PlanClub HandbookLogin

Find Them

Volunteer Coordinator

Attract Volunteers

Recruit Volunteers

Keep Them

Induct Volunteers

Train Volunteers

Recognise & Reward

Back Them

Behind the Scenes

Grants for Volunteers

Succession Planning

STARCLUB

sa.gov.au

Find, keep and back your club volunteers



Skip video

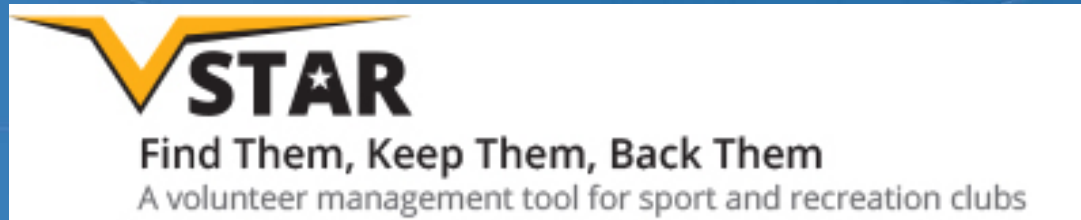
STAR - A Volunteer management tool for sport and recreation clubs/associations (and a **STARCLUB** resource)

Three great ways to use this site:

1. Take a five-minute **quiz**.

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www.recsport.sa.gov.au/v-star



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At the moment...is your club doing a reasonable or good job with:

- finding volunteers?
- managing and keeping volunteers?



Could you be managing
volunteers better?

What is preventing your club
from doing this better?



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Time!

Knowing where to start

Working out why our current practices
are not working

Deciding who should do it

Knowing what good practices are



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Time.....

We cant get any more of it, but we can:

- improve our systems and practices,
- share the load

....and in doing so, the processes and systems take less time, and people feel freed and supported.



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An example of the value of spending
some time to create more time...

Consider your club's induction process....

A new volunteer starts in your club.....

How does your club manage this?



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Do you have an induction process?

Is the process written down?

Is there an induction manual/booklet/folder you can hand to new volunteers?

Are several different people in the club capable of inducting someone?



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Consequences of not inducting new volunteers well:

- they may not do their job well (**time** needed to get them up to speed),
- there may be complaints (**time** needed to deal with the complaints)
- they may constantly ask questions, require things (**time** needed for someone to do this)
- something might go wrong (**time** needed to correct it)
- they may feel unsupported and may quit (**time** needed replacing them)



Initial time and energy spent on the induction process...

....will save you **TIME** in the very near future,
....AND share the load!

V-STAR can help here....

<https://www.recsport.sa.gov.au/v-star/keep-volunteers/induct-volunteers-welcome.php>



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Knowing where to start

- Start at the beginning of V-STAR, work through the sections

OR

- Do the quiz - 33 yes/no/partly questions.
- Login to save your results and share access to your quiz with other committee members

www.recsport.sa.gov.au/v-star



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Deciding who should do it

Consider having a Volunteer Coordinator
.....or team.

<https://www.recsport.sa.gov.au/v-star/find-volunteers/volunteer-coordinator-role.php>



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Working out why our current practices are not working

- Brainstorm it with your committee
- Survey your membership
- Ask some new members their impressions
- Look at your club culture, does it need addressing?
- Conduct exit interviews

V-STAR includes these ideas and how to implement them



Finding Volunteers

Shift our thinking...

From...

Finding / Recruiting Volunteers

To...

Attracting Volunteers

<https://www.recsport.sa.gov.au/v-star/find-volunteers/attract-volunteers-culture.php>



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What message are you giving about volunteering at your club in/on your:

- newsletter ads,
- facebook posts,
- flyers,
- posters,
- website
- noticeboard
- etc



- **What feelings do these ads for volunteers evoke in you?**





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- And what about these?



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INDIAN/
APOLIS
MUSEUM
OF ART
IMA

DO YOU HAVE WHAT IT TAKES?

Many gardens, many opportunities. As a volunteer with Environmental & Historic Preservation, you will receive training from our experienced staff. Cut and arrange fresh flowers for display in the Lilly House, participate in planting, dividing, pruning, and propagating plants, and more. While learning on our 152-acre campus, you'll have the opportunity to receive in-depth training to lead public tours as a Garden Guide.

For more information, contact:
Chad Franer, Horticulture Manager
920.2662 ext 500
cfraner@imamuseum.org

To apply, please call:
Norma Jean Snyder, Volunteer Co-ordinator
920.2662 ext 243
nsnyder@imamuseum.org



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What's YOUR New Year's Resolution?



Are you interested in making a difference? Can you spare 4 hours a month?

If so then why don't you make joining **Friends In Deed** your New Year's Resolution? **Friends In Deed** will match you up with someone with an intellectual disability and support your new Friendship to blossom. Please call Mick on 086 6001031 for further information or email: michael.teehan@sunbeam.ie

**FRIENDS
IN DEED**



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WHAT'S MORE FUN THAN A PARTY?

GOOD NEWS CLUB © WOODWARD

WE HAVE ...

crazy
games

yummy
snacks

prizes

exciting
stories

great
songs

fun
with
friends

AND MORE!



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HAVE PASSION for SPORTS?

WE WANT YOU!

20TH SEA GAMES | SINGAPORE 2015

We are building up a team of volunteer sports reporters and photojournalists to cover the 20th SEA Games in Singapore. It will be a fun and great way to learn, meet new people, experience "live" events and support the sports community.

To start off with your journey, you will be trained by Mr. Leslie Tan, creator of Red Sports. Leslie will show you how to write a sports story, shoot sports, interview strangers and make new friends in the sports industry.



INTERESTED? FIND OUT MORE AT
WWW.SINGAPORESPORTS.SG



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Volunteer Roles

So once you've attracted some volunteers, what are you offering them?

Note home from school this week:

Tick a box:

Would you like to be:

- ☐ Coach
- ☐ Umpire
- ☐ Team Manager



An alternative could have been:

We would hope all families will be involved where they can, so please indicate how you (or another family member) could help by ticking 3 boxes below:

- ☐ Help organise the equipment pre-season
- ☐ Keep track of the equipment
- ☐ Write roster for set-up/scoring/base umpire
- ☐ Umpire some games (not all)
- ☐ Coach the team (help provided)
- ☐ Be an assistant coach
- ☐ Fill in for the coach 2 or 3 times
- ☐ Help manage the kids at some trainings



- **Other considerations when attracting volunteers:**

- Offer a mixture of shorter and longer term roles.
- Put a time limit (tenure) on all of them, so they can see that it isn't forever
- Keep in touch with people who leave, they may want to return one day
- Look outside of the club, not all of your volunteers have to come from within – **V-STAR - Diversity**

<https://www.recsport.sa.gov.au/v-star/find-volunteers/attract-volunteers-diversity.php>



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Other V-STAR features to help you...

Action Plan

- a fancy to do list!
- tick and flick the suggested tasks to an action plan,
- print and share it,
- add your own ideas

Club Handbook

Download anything or everything you see in V-STAR and customise it to create your own volunteer management resource

<https://www.recsport.sa.gov.au/v-star/skip-video.php>



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Take home messages:

- Spend **time** to make time
(eg get your induction process sorted)
- Look at having a **Volunteer coordinator** or team
- Try to **attract** your volunteers not recruit them
 - is your **club culture** good – do a **survey**
 - How do you **promote** your club?
 - **Share the load** -try to break down some roles into parts
- Get onto **V-STAR!**,
 - do the **quiz**,
 - create your **Action Plan**,
 - download some **templates**



Let me know how you go...

.....and all the best!



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