

About our Volunteering Email Network

We run an email alert system aimed at managers or coordinators of volunteers in Bournemouth and Poole.

The aim of the network is to compliment our core Volunteer Centre functions, and helps us to:

Share information, good practice etc around Volunteer Management.

Inform you about relevant meetings, training and forthcoming events on volunteering-related topics.

Promote volunteering and raise awareness of promotional events we plan around Bournemouth and Poole.

Help us place new volunteers (volunteers with skills/looking for voluntary work where we do not have a suitable vacancy) and will assist us to develop new opportunities for volunteering with you.

We also aim to forward on news items/information from Volunteering England and other national organisations that are of relevance.

To join, the email network please email:

carrie.smith@poolecvvs.org.uk

Contact us:

Bournemouth Volunteer Centre

Boscombe Link

3-5 Palmerston Road

Boscombe

BH1 4HN

Telephone: 01202 466130

Email: volunteeradmin@bournemouthcvvs.org.uk

Website: www.bournemouthcvvs.org.uk

Hours of opening: 9-30am - 2pm, Mon - Fri

Appointments available outside of these times

Poole Volunteer Centre

The Advice Centre

54 Lagland Street

Poole

BH15 1QG

Telephone: 01202 675100

Email: gill.harris@poolecvvs.org.uk

Website: www.poolevolunteercentre.org.uk

Hours of opening: 9am - 5pm, Mon - Fri



*A guide to the services we
can provide to organisations
looking for Volunteers*

How we can help organisations

Our Core Functions:

1. Brokerage (matching volunteers to opportunities)
2. Marketing of Volunteering
3. Developing Volunteering Opportunities
4. Good Practice Development
5. Policy Response and Campaigning.
6. Strategic Development of Volunteering

Who we can help

Our Volunteer Centres help the following groups who are looking for Volunteers:

Voluntary and Community Groups

Charities

Statutory organisations

Faith Groups

Non profit making organisations

who are either based or provide services in Bournemouth or Poole, or who are seeking volunteers from these areas.

(We cannot provide support to commercial organisations, those from a political party, or place volunteers in positions where the law will be broken)

Here are many ways in which we can help you:

1. We are open Monday to Friday to register your vacancies and provide advice and support if required. Please see overleaf for our opening hours.
2. In an average year we help over 2500* people looking for voluntary work which we can then signpost in your direction.
3. We can register your vacancies on the national 'Do-it' website.
4. We produce a monthly list of vacancies available for both Bournemouth and Poole areas.
5. If you're on email we can keep you up to date with what's on locally and nationally.
6. We run bi-monthly volunteer co-ordinators group meetings for those working in Bournemouth and Poole. The meetings include visiting speakers and discussions on subjects such as best practice, training etc.
7. We produce a quarterly newsletter for volunteer co-ordinators working in Poole and Bournemouth
8. We have a selection of books and resources on all aspects of volunteering (please ask for our 'Resource List' for full details).
9. We also have equipment you can borrow. Please ask for the list.
10. We have display boards in both offices where we advertise new opportunities each month.
11. We plan to organise regular promotional activities across Bournemouth and Poole to raise the profile of volunteering and can involve you in these.
12. We can provide a listening ear!

* (based on figures of people helped by Bournemouth and Poole Volunteer Centres in 2010.

How do I register?

Simply call us and ask for our organisation and opportunity registration forms, then complete, and return them to us. Or download them from our website/s.

The contact details and website addresses for both the Bournemouth and Poole offices are overleaf.

We can share information between the two offices, just simply tick the relevant box on the registration form.

If you need help completing these forms, or do not have policies and procedures in place to support your request for volunteers, we can also help you to develop these.

If you want to join our volunteering network to receive updates, information and details of volunteers we are trying to place, please subscribe by registering on our website or by emailing:

Carrie.smith@poolecvcs.org.uk