

Welcome from Karen

Hello Activ Volunteer Team

Welcome to the first Volunteer Newsletter for 2011. I have been in the Volunteer Coordinator role for 6 months and even though I know all of your names and where you are, many of you wouldn't know much about me. I have been involved with Activ Recreation for over 7 years as a staff member and have been in the roles of Recreation Officer, Volunteer Coordinator and for the next 6 months while Lynette Arnold has been seconded to head office, I will be acting as Recreation Team Manager. I am very passionate about the opportunities and services we provide for our Clients and their families, and am very appreciative to all our Volunteers who make this all possible!

Over the last few months I have been delighted to discover Activ has such dedicated Volunteers all over WA at many of our Activ services. I thought I'd briefly share with you where all our wonderful Volunteers are.

- **Recreation** – over 80 committed Volunteers provide support on holidays for around 500 Clients on more than 60 local, intrastate, interstate and international programs throughout the year.
- **People Skills & Community** – over 20 Volunteers assist Activ staff in supporting Clients on community outings and in centre-based activities. These Volunteers are based at PS&C services in the Perth metro area as well as in country regions including Albany, Bunbury and Kellerberrin.
- **Business Services** – 2 Volunteers assist Activ staff to support employees



at Activ Business Services in Esperance.

- **Children's Community Respite** – 20 dedicated Volunteers provide respite for families with children with disabilities in the Perth metro area.
- **Accommodation** – 40 Volunteers assist Activ staff in providing practical and social support to our Clients to live in the community. 30 of these Volunteers are Activ staff who provide additional support to Clients outside of their work hours.
- **Central Services** – 2 Volunteers assist in the Activ Library and 1 Volunteer assists in our Human Resource Department.

This April edition of the Volunteer Newsletter is the first to include all of Activ's Volunteers. Historically, this Newsletter has primarily focused on Recreation as it has the largest group of Volunteers. We hope, over the next few editions, we will be able to expand and extend on the content and welcome any suggestions you may have about future content. Each edition will now have a section called 'Volunteer Focus', which will focus on particular Volunteers and the contribution they have made to enhance the quality of life for our Clients.

This year's Volunteer Breakfast on the 7th May will align with the celebration of International Volunteer Week + Activ celebrating its 60th year and how appreciative we are for your ongoing support. I look forward to meeting with you then.

Cheers
Karen

Greetings from Lynette

Hi everyone,

Change continues to be a reoccurring theme at Recreation with the last 12 months experiencing substantial change to our staffing group. This was predominately due to a number of our staff taking time off to have babies. Over the next few months you are likely to notice more changes with some of these staff returning; Beth in a part time capacity and Gwyn as a Volunteer. In addition, I have left the Recreation Department until September to undertake a role within Activ's Accommodation Services. This change will see me located at Activ's Jolimont Office and while I will not be located in the Recreation Department, I will continue to be involved from a distance. Karen White will take on the role of Team Manager, reporting to me. A number of you will know Karen from her role as Activ's Volunteer Coordinator and previously as a Recreation Officer, I know she looks forward to her change of role and the challenges ahead.

On reflection and now well and truly into 2011, I think it is fair to say 2010 was another great year for Recreation and Volunteering. We were again able, with a huge commitment from our Volunteers, to deliver an increased level of support to our clients and families. Within a number of areas including Recreation and ATE, we have even increased our hours which is an amazing achievement.

I am also very happy to see this Newsletter now being distributed to a wider group and incorporating Volunteers across all areas of Activ. I thank Karen for the role she has played in this and for the work she has done to bring our Volunteer group together.

As part of our recognition of International Volunteer Week + Activ celebrating its 60th year, we will be hosting a breakfast on the 7th of May. This will be an opportunity to have Volunteers from across Activ come together to both share some experiences and for us to acknowledge the wonderful work our Volunteers do. I look forward to seeing you there.

Regards,
Lynette

National Disability Standards

There are 9 Disability Service Standards which Activ complies with. Enclosed with this Newsletter is a copy of the 9 standards.

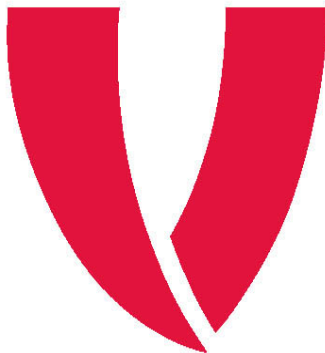
From the next edition of the Newsletter, we will start focusing on a particular standard each edition. As a Volunteer it is your responsibility to adhere to these standards when performing your role.

If you have queries in regards to these standards, please do not hesitate to contact the Volunteer Coordinator.



National Volunteer Week

9th - 15th May 2011



Inspiring the Volunteer in You

National Volunteer Week (NVW) is the largest celebration of Volunteers and Volunteerism in Australia, and provides an opportunity to highlight the role of Volunteers in our communities and to say thank you to more than 5 million Australians who volunteer. Australian Volunteers are essential to society, and many charities would struggle to survive without their support of their Volunteers. Australian volunteers contribute more than 700 million hours of community service to so many areas of society, including community health care, heritage and arts, environment conservation, emergency services, education, social justice and sports. NVW provides a platform to pay tribute to these Volunteers who donate their time and energy to help others.

This year's theme of *"Inspiring the Volunteer in You"* really brings Volunteerism to the forefront while highlighting the importance of recognising Volunteers by all Australians.

Activ plans to formally recognise the outstanding contribution from their Volunteers who selflessly donate their time and efforts to the organisation by hosting an annual National

Thank a Volunteer Week breakfast. This year the function will be held on Saturday morning, **7th of May, 2011**.

If you are unable to attend the event because of where you live, are on a Recreation program or performing a service for the Children's Community Respite, please let us know asap so we can organise an alternative way to say Thank You.

We all look forward in seeing you then

VOLUNTEER FOCUS - Colin Pedrochi & Maureen Shaw

We'd like to show our appreciation for these two inspiring Volunteers, Colin Pedrochi and Maureen Shaw who Volunteer at Activ's People Skills & Community in Bunbury.

Colin has been a Volunteer at PS&C Bunbury since last year, coming in three times a week from 8:30am to 2pm. Colin has managed to transform the run down sensory garden into a beautiful vibrant and colourful masterpiece. Nothing is too much trouble for Colin and he is always willing to lend a hand. Just recently he moved all the furniture in the PS&C staff room around to make it more spacious and user friendly and it looks fantastic! Colin takes the time to really engage with the clients and staff members and everyone thoroughly enjoys having him on board.

Maureen joined the Activ Volunteer team in 2009 and has been Volunteering two days a week from 9am to 2pm at PS&C Bunbury. At 70 years of age and travelling 45 minutes from Donnybrook, Maureen brings so much joy to the clients and staff and the effort she makes is appreciated enormously. Always looking after the clients and staff, offering cups of tea and assisting in the community. Maureen is looked up to by all and is always someone you can count on.

These two Volunteers are a great asset to Activ Bunbury's PS&C centre and the facility would be lost without them! Thank you!

Training Opportunities

First Aid Training:


If you would like to update your First Aid knowledge or if your Certificate has expired, opportunities are available to attend First Aid Training.



If you are interested in this training opportunity or if there are other courses which may be of interest to you please email Volunteering@activ.asn.au

Greetings from Claire

Hi Team!



It's always such a busy and rewarding start to the year here at Activ Recreation. January saw the running of Recreation's biggest and most popular program, Summer Camps. The camps were filled with memorable moments, and the transition to a new campsite, New Heights in Baldivis was a huge success, proving once again that there is no challenge too great for an Activ Volunteer! In February, with the excitement of Summer Camps only just behind us, programs re-commenced for 2011.

We are now in April and if you returned your availability forms you should have received your program confirmation letter. Thank you for your commitment to programs and I hope you find them rewarding. If at anytime your ability to commit to a program changes, please let me know as soon as possible. By communicating and working together we can ensure the security of clients' holiday and recreation plans. If you have returned your availability forms and are yet to receive a confirmation letter please let me know.

It was great to receive your feedback on the Additional Information Form included with the 2011 Volunteer Availability. I hope you found it useful when completing your availability. A lot of consideration goes in to confirming Volunteer placements on programs and the additional information provided assisted the process greatly. I often get asked how we

VOLUNTEERS NEWSLETTER – APRIL 2011

place Volunteers on programs. Below is a list of some considerations we make -

- The support needs of clients (including gender, personal care needs, behaviour support needs)
- Your preferences and availability
- The overall dynamic of the group
- The number of Leaders required on each program
- Other Recreation programs running at the same time
- The duration of the program
- Leader compatibility and teamwork skills
- Your experience and prior commitment to recreation programs
- The driving needs of the group (number of vehicles, trailers)
- Your performance on previous programs
- Feedback you have provided

If you are still unsure of your availability or have not had a chance to return your availability forms please feel free to do so at any time. We still have volunteer positions available on many programs so for details, keep reading.

Cheers,

Claire

Volunteer Program Vacancies

We are currently looking for volunteers who can assist on the programs listed below. Please contact Claire on (08) 9258 4711 or email claire.wilson@activ.asn.au as soon as possible if you are available for any of the positions. Thank you.

V8 Supercars Weekend Dates: Fri 29 th April – Sun 1 st May Roles: Leader	Animal Lovers Weekend Dates: Fri 13 th – Sun 15 th May Roles: Leaders
---	--

Central West Escape Dates: Tues 21 st – Fri 24 th June Roles: Leaders	Football Weekend Dates: Fri 24 th – Sun 26 th June Roles: Leaders/Coordinator & Driver
Mandurah Ten Pin Bowling Camp Dates: Fri 1 st – Sun 3 rd July Roles: Leaders	Art & Craft Weekend Dates: Fri 22 nd – Sun 24 th July Roles: Leaders/Driver
City Adventure Dates: Tues 16 th – Fri 19 th August Roles: Leaders	Bridgetown Escape Dates: Tues 30 th – Fri 2 nd September Roles: Leaders
Busselton 1 Dates: Mon 12 th – Fri 16 th September Roles: Leaders & Driver	South West Escape Dates: Tues 20 th – Fri 23 rd September Roles: Leaders
Animal Lovers & Horse Riding Dates: Fri 7 th – Sun 9 th October Roles: Driver & Leaders	Rottneest Island for Young Adults Dates: Mon 17 th – Fri 21 st October Roles: Leaders
Dunsborough & Karri Valley Dates: Thurs 20 th – Weds 26 th Oct Roles: Leaders	Bike N Trike Weekend Dates: Fri 4 th – Sun 6 th November Roles: Leaders & Driver

New arrivals for Recreation

Roll out the trumpets because the Activ Recreation family keeps growing daily!



Firstly – Laura our Admin Guru left us to embark on the magical journey of motherhood. On November 29, 2010 arriving 2 weeks late at St John of God

VOLUNTEERS NEWSLETTER – APRIL 2011

Hospital, Subiaco, Charlotte Laing was born weighing 3195grams to proud parents Matt and Laura Laing.



Another proud couple had an early arrival of their own and in true “Bethstyle” Beth and partner Anthony Dunn welcomed baby Grace as she made her sleepy entrance into this world on Tuesday, November 30 at Bentley Hospital weighing 2770 grams and

2 weeks early.

This means Beth’s and Laura’s babies were born one day apart. Talk about best friends who do everything together?!

Hello from Joey.....

Hi team!

Fresh from Summer Camps I would like to WELCOME you to a new year as we move forward with the new Children’s Community Respite program which replaces the previous Sitter Service.

There has recently been an influx of new families as children return to school. I have been working closely with the new Volunteer Coordinator for Activ – Karen White to recruit new Volunteers in order to meet the expanding number of families. In the past four weeks alone we have managed to successfully recruit six new Volunteer Carers which means 10 - 15 families now have access to a regular service.

Many of you are still unsure about our new service, what it means and how it affects you, so here are the two key points to remember:

- This Service is now free for families. Activ will now absorb this cost as part of

the new funding we received last year. As a result, you will now receive a gift-card at the end of each month to the value of \$20, for each booking you have performed.

- Bookings can be performed in the home or in the Community. This means families can have an extra pair of eyes and hands to assist them while attending family functions, appointments as well as spending time together as a family unit. You must either travel with the family in their vehicle to an event or meet them there as you are not covered under our insurance in the unfortunate event of you having an accident in your vehicle en-route to the destination.



Families must still book a service through the normal booking procedure. Also, please remember not to give your personal telephone, mobile or email details to families. This is to avoid awkward situations where you may not be able to perform a service on a specific date when approached directly by the family, but feel unable to decline. It is also to ensure we have your booking details on our database so you are covered by our insurance policy.

I will also be looking at inviting a number of you to a Basic Child Resuscitation and Caring for Kids course delivered by St John Ambulance. The course is primarily held on weekdays and Saturdays in Joondalup or weekdays in Belmont. Dates and times will be sent within the next month along with invitations to attend.

It’s been a great start to 2011 and hopefully it will continue to improve. Thank you all for your continued support without which this service simply would not exist.

Thank You!

PS+C Volunteer Positions Available

We currently have 2 people seeking a Volunteer to assist them in the community on a regular basis. If you are interested in either of the opportunities below we would be thrilled to hear from you:

- *Evelyn would like a buddy to accompany her to the city on Tuesdays for shopping and lunch followed by a singing lesson at the Trinity learning centre. The time she is looking for is 9am – 3pm however you can finish at 2:15pm if you would like to go home from the city.*
- *Paul is a very independent gentleman who is a keen Wildcats fan! He is looking for a buddy to attend the Wildcat games with him on a weekly or fortnightly basis.*

For either of these positions please contact Joey Piwari Green at Activ Recreation on 9258 4711 or email joey.piwarigreen@activ.asn.au

Activ Recreation bids a fond farewell to a familiar friend

Many of you who have volunteered with Activ Recreation for a number of years will no doubt have come across Jennifer Swift at some time or another.

Jen - to her friends was a regular attendee on our programs and in particular Summer Camps but she was also a mover and groover at our Sundowner Discos as well.



Jen suddenly passed away last month and was farewelled with a small gathering of her friends and family. She was 46 years old.

Jen will be dearly missed by all her knew her.

from Activ Recreation

Recreation Sundowners

Recreation Sundowners

Hi team,

Can you believe we have started our 4th consecutive year with the Activ Recreation Sundowners! It's amazing how much this program has grown and the number of people who access this valued and exciting social opportunity.

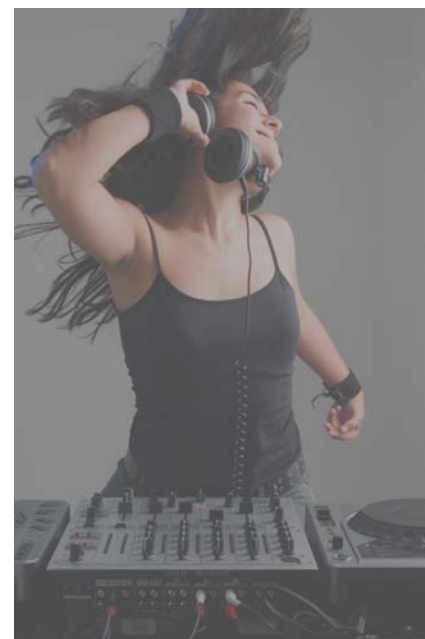
Recreation staff at Sundowners are primarily responsible for the running of each event and at this stage I am still overseeing any Volunteer requirements and queries. This includes rostering, Volunteer feedback and recruitment of new Volunteers. If you need to contact me at any stage I can be reached on 9258 4711 between the hours of 8:30am – 4:30pm Monday to Friday or you can email me at: joey.piwarigreen@activ.asn.au.

For current Volunteers who are interested in exploring this unique Volunteer opportunity, please let me know by contacting me by phone or email as above.

Staff and Volunteer roles at the Sundowner Discos.

I have been approached by some of you lately for clarity surrounding the role Volunteers are expected to fulfil at the Sundowners.

We have a list of all positions required at the Sundowners. Everyone is expected to know these so that anyone can step into any role at anytime and know what they are doing. I have developed a table below to better identify who does what at each event.

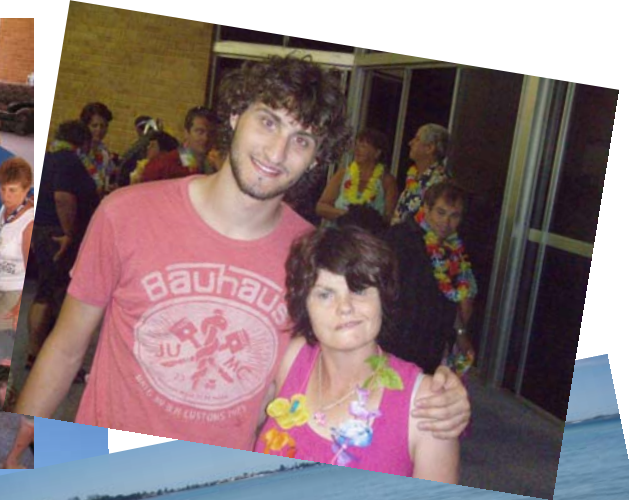


Duty	Who's Responsible
Set up and Put away	Staff
Cleaning / mopping of Kitchen	Staff
Check-In	Volunteers and Staff
Activity Motivators	Volunteers and Staff
Security	Staff Only
Tuck Shop	Money = Staff, Setup = Volunteers and Staff
Serving including Sanitisation	Volunteers and Staff

Even though paid staff members are expected to oversee any role at the Sundowners, it is appreciated when Volunteers are able to assist when and where required. For further questions regarding this, please do not hesitate to contact me.

Thank you all again for your continued support and I look forward in catching up with you all soon.

Cheers



SUMMER CAMP 2011

