



Volunteer Managers Forum, June 2017 notes

Held on: Friday 16th June 2017, 10am to 12pm

Held at: Play Alloa, Broad Street, Alloa

Attendees:

Name	Organisation
Maria Malcolm (MM)	Play Alloa
Emma Straughan (ES)	EPIC Project – TCV
Kit Gow (KG)	Opening More Doors
Jessie-Anne Malcolm (JM)	NHS Forth Valley
Susan Bennett (SM)	Stroke Association
David Budd (DB)	Volunteering Matters Forth Valley
Louise Orr (LO)	CTSI

Agenda Item

1. Introduction

LO welcomed everyone to the meeting. There were comments from multiple people about the fabulous new wall mural in Play Alloa and so MM took a few minutes to explain how this came about.

2. Refresher Round

Everyone at the Forum was given the opportunity to introduce themselves and provide an update of their activity.

MM – Wall, Open day on 5th June which went very well, recruiting, and secured funding.

KG – HSC lunch on the lawn raised £3000, upcoming ladies lunch event, and exciting choir event at the Albert Halls being arranged.

ES – Attending gala's/fun days, working way through community groups, land owners, potential sites to get a feel for things, explained TCV Swarm days.

JM – Successful PPF on 8th June, working in partnership with SB

SB – Attended PPF event, closer to having a stroke support group in the area, pilot exercise rehab programme been given the go ahead.

DB – Focus on Funding, especially for the Help at Hand Project

Discussion led from this that the refresher round eats in to meeting time, and perhaps unless there is anything urgent that people would like to share, we use an update sheet (DB to send LO template) ahead of time. LO also thought that when the discussion board is up and running people will naturally be able to share more throughout the month.

3. Discussion Board

CTSi has given the go ahead to web designers to start work on this. LO hopes she will have more of an idea of how this will look at the next meeting.

4. Volunteers Week Round Up

LO had compiled the feedback received from Volunteers' Week to run through with the managers – points raised for next year below:

Awards Ceremony:

Food

- Be clearer about what people can expect: finger buffet, refreshments, NOT dinner
- Changing the time might help to alter expectation of what's on offer. Suggestion to have the ceremony later so that people have been able to go home for dinner.
- Feeling that the evening should be about the volunteers, not food, and so refreshments would be fine.

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- If there is food of some kind, it should be split on to platters/plates on each table so there is no queuing up, and each table has a set amount to share.

Time

- Links in with discussion around food. Suggested that things kick off at 6:30/7:00pm
- Suggestion of an afternoon tea party theme, but this would exclude school age volunteers, and make it difficult with work commitments for others.

Entertainment

- Concern over attire of dancers when at close proximity to audience. Ultimately attire the choice of dancers/leader/parents. However, stage would have been better than same level of audience.
- Have entertainment again next year.

Presenters

- Broke things up nicely, have again.

Photographer

- Ensure everyone who would like a photo taken has the chance to do this.

Categories/Judging and Winners

- Categories were good, worked well. Still need general category
- Winners all deserving
- In the future, have a panel to judge

Suggestions for panel:

- o Lord Lieutenant, and/or deputies
- o Councillors
- o CTSI

Comment that there were too many winners and runners up from the same organisations.

Way around this - remove mentions of organisation so that the decision is definitely based purely on the volunteers' efforts.

Venue

- Keep things interesting and have a different venue again next year.

Other

- Volunteer "tree" of quotes
Feeling that this would make the event too much like a conference.
 - Treasure hunt – perhaps virtual
No enthusiasm for this but something creative to link up all the events taking place during the week would be good
 - Case study a day/pamphlet of volunteer stories
Feeling that this should be shared between organisations and CTSI. It could be simply that everyone has a day to promote on, and we all ensure we tag/link each other in with it.
 - Volunteer banners
These were not discussed due to lack of time.
Suggestion from CTSI (if budget allows) to have blade banners with "Volunteer here" or "volunteering" on them for community use. The idea behind them is that when an organisation has an event, they can be displayed to highlight it outside the venue.
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Fayre

Overall it was agreed that there was a good variety of organisations there, and a very useful networking event for the stall holders. However, the fayre wasn't the best in terms of engaging with potential volunteers. Ideas for next year included:

- Have the fayre at a different time of year; perhaps September when the school year starts
- Just tap in to other fayres (schools, university, college, MSP)
- Have a street stall (or pop up shop if possible) for the duration of the week, which organisations can all have their materials in, and take turns in manning.
- Digital event – have video case studies, live sessions...

Whole week

- Funding
Discussion around whether costs could be shared across organisations for aspects of the week. For example, if there were video case studies carried out, or a pamphlet made.
- Tap in more with corporates. Both in terms of corporate social responsibility and them engaging in volunteering with us, and to champion for us. Ideas: RBS, DWP 10,000, Standard Life, EDF

Third Sector Survey

LO asked if any of the managers had been able to complete this, and urged them to do so asap. She had paper copies available for those who needed.

Can anyone who has not done this please get them back to Julie.mcgrath@ctsi.org.uk asap?

Adult Recognition Scheme Workshop

Due to lack of time an overview only was provided. Can I please ask that you have a look through and get any thoughts to me on the sheets provided by the 5th of July?

Due to time restrictions on feedback we are unable to carry this forward to our next meeting. The "We asked you said" document below outlines the background to this research in to an adult recognition scheme, and the information gathered thus far.

I have copied in a document with questions for yourselves (Questions for VIO's) for you to complete. There's also a Questions for Volunteers form to complete if you have time to consult with any volunteers aged 25+

Finally, I have included the form on Naming the scheme. If you could tick the name you like, or make a new suggestion, that would be great. From our brief discussion at the forum, we favoured sticking with the Saltire brand, and perhaps splitting it in to Youth Saltire and Saltire Plus.

DONM

This was a discussion in itself as LO had with her the CTSI calendar of events, and asked that the meetings not take place in the same week as other fora that are being held as it had been fed back that this may be impacting upon attendance at these other meetings.

Managers felt very much that CTSI cannot dictate when or how frequently the forum should meet, and decided it would be beneficial to set dates for the rest of the year based on room availability. The months of July and August were missed as many people will be on leave during this time.

- Friday 15th September, 10am to 12pm, Play Alloa
- Friday 20th October, 10am to 12pm, Play Alloa
- Friday 17th November, 10am to 12pm, Play Alloa
- Friday 15th December, 10am to 1pm, Play Alloa

Adult Volunteer Award



We asked; You said...

What we did

To help shape our proposals for a national adult volunteering recognition scheme, we asked you to submit your own responses via the Survey Monkey questionnaire in April.

Background

Many organisations have identified a gap in our national recognition and celebration of volunteering. While we have Saltire Awards for 12-25 year olds, there is no similar, national volunteering recognition scheme for anyone outside of this age bracket.

With support from the Big Lottery Fund, Volunteer Glasgow and Voluntary Action Scotland are co-designing, testing and developing a model capable of delivering for the whole of Scotland.

Who we asked

We asked to hear the views of TSIs in Scotland, including their local stakeholders - adults that volunteer and local volunteer-involving organisations - and the views of national organisations and stakeholders in order to help shape a national scheme to celebrate the valuable contribution of Scotland's adult volunteers.

We received responses from -

- **29** out of a possible 32 **TSIs**
- **180** volunteer-involving organisations (**VIOs**) from the Third Sector, including -
 - national organisations and social enterprise or community interest companies
 - local authority organisations
 - the NHS and other public sector organisations.
- **145** volunteers – taking into account the following demographic information – age, gender including gender reassignment, sexual orientation, marriage and civil partnership, ethnicity, religion, employment status and disability – we attained a fairly representative sample.

Across a range of **VIOs** we achieved a fairly representative sample from the following sectors -

- Arts, Culture & Heritage (6.67%)
- Health & Social Care (28.89%)
- Children, Family & Youth Services (16.67%),
- Environment & Animal Welfare (6.67%)
- Housing & Community Regeneration (6.67%),
- Education & Lifelong Learning (10.56%)
- Sport & Physical Activity (10%)
- Community Justice (2.22%) and Advice & Information Giving (11.67%).

Main Findings

All three surveys strongly suggest there *is* a need for a national, adult volunteering recognition scheme indicated by -

- **78%** of TSIs
- **87%** of VIOs
- **81%** of Volunteers

We Propose...

...an award scheme that will offer opportunities for adults who volunteer to gain recognition and acknowledgement for their contribution. The nature of the award may be flexible with some suggestions including -

- certificates that mark...
 - time or duration,
 - a development journey,
 - barriers or challenges overcome
 - or some other particular achievement
- bespoke, personalised 'thank you' cards
- badges or other tokens

We now request...

Given what the surveys have provided, we now ask for your opinions, preferences and priorities about how the scheme will shape up. **Thank you**

Adult Volunteer Award



Question for VIOs

What would you need to have in place to take advantage of this national scheme to recognise your organisation's people who are volunteering to support your work?

Personnel e.g. what capacity needs may be required	
Administration e.g. are there requisite IT and clerical skills available?	
Equipment e.g. Do you have large format and full colour (A3) print options?	
Other	

Adult Volunteer Award



Question for Volunteers

Within the range of options identified in the surveys, what might be the things that people volunteering would appreciate?

<p>Certificates</p> <p>e.g. what categories would you suggest as most meaningful?</p>	
<p>'Thank You' cards</p> <p>e.g. is this private and personal recognition one that would be appreciated?</p>	
<p>Badges</p> <p>e.g. what categories might be significant to encourage wearing?</p>	

Adult Volunteer Award



Naming The Scheme

PLEASE NOTE NUMBER OF WORKSHOP PARTICIPANTS HERE

Scheme Name	Votes
See The Change	
Making A Change	
Volunteer For Scotland	
Inspire	
If the participants have a preferred name suggestion which scores higher than any of the above, please record it here and note how many 'votes' it gained in support.	