

About Flexible Living

Flexible Living is an organisation that really understands how to help volunteers gain satisfaction and personal growth from their volunteering experience.

We match and refer people to suitable volunteer positions within CHSP & QCCS funded organisations that support the aged and young people with disabilities to continue living as independently as possible in the community.

Our approach

Innovative, responsive and flexible in our approach, we understand that every volunteer is unique. We work with them to support and advocate in a way that gives but never gives up.

Our people

If there was one word to describe our people it would undoubtedly be 'passionate'. When you have hundreds of staff and volunteers collectively living and breathing our values, vision and mission, what you get is something truly special.

Our family of organisations

Flexible Living is part of an international family of organisations (Community Services Group) collectively committed to supporting and enhancing the quality of life for the most vulnerable.

Volunteer Recruitment

* Where do you attract volunteers from?

Account for roles and responsibilities that volunteers will be undertaking, this will impact on where best to attract volunteers from.

* Identify volunteer's skills and strengths

It is necessary to know if the person is right for the position, or do they have skills and abilities better suited for another position.

* Do you have a job description?

Each role should have clearly defined job descriptions that will support the volunteer in their role and assist the provider when selecting suitable volunteers.

* How do you conduct your interviews?

Interview processes should be transparent and reflect the organisation's philosophies, policies, practices and the volunteer's role. Identifying skills, commitment and purpose is important during this process.

* Induction process

An induction should familiarise new volunteers to the organisation's policies and practices and train them in their roles and area of work. This is the first phase of the volunteer's introduction to the organisation. Other considerations when recruiting new volunteers; their needs for volunteering are being met, and building communicative and respectful relationships.

Funding

Flexible Living Volunteering Service is supported by funding from the Australian Government Commonwealth Home Support Programme and QLD Community Care Services.

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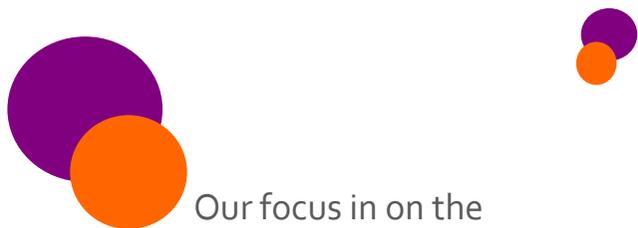
www.flexilivingvolunteer.org.au



Volunteering Service

Enhances and supports the provision of CHSP & QCCS services, through facilitating and supporting the inclusions of volunteers within their organisations.





Our focus is on the empowerment of the individual through respecting decisions and choice making, promoting dignity, developing skills, encouraging independence, integration into the community and respecting the rights and roles of all human beings.

Volunteering Service

This service is aimed at enhancing people's knowledge and experiences in a working environment, build confidence and self-esteem and reduce social isolation while providing optimal support to CHSP & QCCS provider's volunteer programs.

Volunteering Service offers information, support and resources in managing a volunteer program, attracting suitable volunteers, sustainability of volunteers, rewards and recognition and bring essential and quality training to your area.

We provide the following:

- * Referral of volunteers
- * Quality training & skills development
- * Volunteer management support
- * Recognition and validation of volunteers
- * Resources and information sharing
- * Building essential networks



Training

Volunteers play an active role in supporting clients within organisations. To ensure best practices, policies and standards are being followed, volunteers need to have an understanding of the aged care and young disability sector. FREE training presented by accredited trainers is provided throughout the year that aims to meet the expectation of CHSP & QCCS organisations and volunteers. Information on accredited and non-accredited courses is also available to further enhance the skills and knowledge of the volunteer.

Referrals

Volunteering Service promotes people volunteering in the aged care and young disability sector. We recognise that part of sustainability is exploring the person's interests in volunteering, including location and position. Therefore, Volunteering Service interviews and matches people and organisations together. For successful placements, an evaluation is conducted with the volunteer and provider to ensure the needs of the organisation and volunteer have been met.

Networking

Volunteering Service believes in sharing ideas, resources and information. We accomplish this standard by networking with peak bodies, CHSP & QCCS organisations, volunteers, government and non-government organisations, businesses and other training and educational development centres. Through these networks, Volunteering Service is able to provide a high quality and varied range of services to CHSP & QCCS funded organisations.

Sharing information

Through our website, bi-monthly newsletters and networks, Volunteering Service is able to provide current and educational information, new and innovative stories, community events and training information.



Managing Volunteers

We recognise that volunteers play a more proactive role in volunteering than the previous traditional style of volunteering.

CHSP & QCCS organisations rely on volunteers to support their programs and provide a direct service delivery to their clients. Therefore, it is necessary to ensure sustainability of volunteers, otherwise unnecessary time and resources can be spent on trying to manage a volunteer program.

Recruiting and maintaining volunteers does not have to be an obstacle. A well planned and systematic approach to implementing a volunteer program, will reduce volunteer turnover, sustain a high number of active volunteers, build healthy staff volunteer relationships and increase service productivity and best practices.

Recognition and Validation

Volunteers work for the self-satisfaction of achieving a personal goal, whether it be to give to the community or to meet a special requirement. There is always a reason why people volunteer. Showing appreciation to your volunteers is extremely important, it will impact on the commitment and quality of work they give to your organisation as well as the length of their stay. There are numerous ways to demonstrate recognition that doesn't incur a lot of time and money, but again will keep your volunteers returning.

Volunteering Service offers support and tools to assist in providing recognition to your volunteers.

