

Voluntary Voice

Spring 2011



Bringing you news from Shetland's Voluntary Sector

In this issue we're highlighting the Shetland Volunteering Awards, and how YOU can help us to build on our success to celebrate volunteering in Shetland and all about volunteering for Tall Ship Races 2011.

Our Mission Statement: "Voluntary Action Shetland seeks to respond to and support voluntary services in Shetland by meeting present and emerging needs, developing and promoting new ways of responding and encouraging people in Shetland to offer voluntary service to their community"

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Volunteering Opportunities

Have a few hours to spare? Like to learn new skills? These opportunities are available now!

NEW OPPORTUNITIES: LOCAL ORGANISATIONS

Staney Hill Youth Club: are looking for helpers to provide a varied and fun programme of social, creative and developmental opportunities for children resident in the Staney Hill area of Lerwick.

Viewforth Volunteer: a volunteer is required to spend time with a gentleman who lives at Viewforth House. Ideal for someone who loves walking, talking and joking.

Shetland Bus Friendship Society: to take minutes at meetings and to be a contact for receiving mail for the society.

Save the Children: are looking for shop volunteers at their shop on Commercial Street. The volunteer's role will be varied and interesting and you'll work with a team of dedicated and professional volunteers helping to raise money to change the lives of children in the UK and worldwide.

NEW OPPORTUNITIES IN SHETLAND WITH NATIONAL ORGANISATIONS

Save the Children UK: are looking for: enthusiastic people who are willing to help them make an impact on the lives of the children around the world by increasing awareness and promoting Save the Children Week in 2011 and encouraging more community groups, churches and corporate supporters to take part; emergency fundraisers - supporters who will drop everything to help raise funds when an emergency hits.

Action for Children Scotland: Volunteers who will raise awareness by putting up posters and giving out leaflets. Raise invaluable funds and awareness of Action For Children through planning and organising talks in schools.

Woodland Trust, Local Media Support: Are looking for someone who has an interest in woodland conservation, previous experience within press or public relations, and an enthusiasm to get involved. By becoming a local media volunteer you can help them: Generate publicity for their local activities; publicise national campaigns; help to spread the word on the importance of woods and trees to the local environment.

LOCAL OPPORTUNITIES with NATIONAL ORGS ctd.
CashBack for Communities Funds Assessor, Youthlink Scotland: (opportunity for someone aged 16-20 years old) As part of a local assessment panel your role will be to read funding applications from local youth work organisations and score them using the innovative 'Bid Assessment Tool'. Every 4 months you will participate in the local assessment panel where awards are made to local youth groups.

REGULAR OPPORTUNITIES

Charity Shops: need volunteers to help with sorting, pricing, ironing, serving customers. Some volunteers work in more than one shop. Hours are flexible - normally 2 hour shifts - by arrangement with manager and other volunteers.

Shetland Voluntary Nailcutting Service: providing an essential service to the elderly and disabled to enhance their quality of life; this is an opportunity for volunteers to access high quality training, be part of a team and gain experience in care of the elderly.

WRVS Good Neighbours Scheme / Community Driver / Local Clubs: volunteers to help with gardening, DIY, shopping, to drive people to and from hospital /health related appointments within Shetland. Volunteers in local social/lunch clubs.

Fundraising: Various opportunities to raise funds for a variety of organisations and charities.

To get more information about these and other opportunities, please contact:

Kathleen Williamson
Voluntary Action Shetland
Market House
14 Market Street
Lerwick

Shetland ZE1 OJP
01595 743910

kathleen.williamson@shetland.org



Please contact us if you are looking for volunteers for your community group or organisation; as well as promoting the opportunity in the Voluntary Voice we have potential volunteers who visit us at the office and we can post the opportunity onto the Volunteer Scotland national website.

Shetland Youth Volunteering Awards

Following on from the success of the Shetland Youth Volunteering Awards in 2010, Voluntary Action Shetland is looking to build on this achievement, including broadening out the scope of the awards beyond youth volunteering; they are looking for help from YOU to make this happen!

New Categories for the Volunteering Awards

Last time the categories were:

- An individual youth category, with an age range of from secondary one to 25 years
- An organisation category for a group or organisation which has involved young volunteers of any age up to 25 years.

What categories of volunteer and volunteer support would you like to see represented?

Suggestions received so far include carers, . . . what ideas do you have?

New Sponsors for presentation plaques wanted

Would your organisation or company like to sponsor a plaque for the 2011 awards?

For information about how you can help, please contact: Kathleen Williamson 01595 743910 kathleen.williamson@shetland.org

The 2010 Shetland Youth Volunteering Awards

ceremony was held at the Town Hall on 26th October. Five nominees were short-listed from the original 20 in the **Individual Category**: Eilidh Malcolmson (Sandwick Youth and Community Centre); Danny Peterson (Delting Football Club); Emily Shaw (Shetland Youth Voice); Chloe Warner (Hame fae Hame Nursery) and Norman Willmore (Aith Church organist) The winner was Emily Shaw (right) receiving her award from Nicole Mouat MSYP.



Three were short-listed

from the eight nominated in the **Organisation Category**: Cope Ltd; Michaelswood in Aith and

Shetland Amateur Swimming Club, with Michaelswood the eventual winner. Ray Ferrie from Michaelswood receiving the award from Tavish Scott MSP (left).



Group photo from the 2010 ceremony with award winners and presenters and representatives of Voluntary Action Shetland and the Rotary Club of Shetland

All photos: Roy Longmuir

Feedback from the event was positive, the venue and format of the event itself were well thought of and the speeches and presentations were felt to be the right length. Here are some of the comments, both from the night and from the feedback:

"The opportunity to bring everyone together who put so much time into their volunteering. A nice showcase of a demographic which maybe don't always get surrounded in positive media."

"It's great to get some recognition for all the hours of work. Thank you very much!"

"I think volunteering is vital to society. We recently had a debate discussing making volunteering for six months compulsory for 16-25 year olds but I think that would detract from it. It's proactive because it's volunteering. I think it's important for Shetland young people especially. It's crucial to Shetland, especially for things like Sunday Teas which are really important to small communities."

"I am sure there must be many children/young people (and adults too) who selflessly care for disabled/ill parents, siblings, etc. They probably don't see this as volunteering but they make personal sacrifices on a daily basis to put the needs of others before their own and I feel strongly this should be recognised."

New Third Sector Services and Staff

Mind Your Head, which aims to raise mental



health awareness in Shetland and reduce the stigma of mental ill-health, has new part-time job-share co-ordinators (top left) **Jacqui Clark** and (lower right) **Jenny Teale**.

Their appointment follows successful funding bids for the

project from the Fairer Scotland Fund, See Me, the Robina Goodlad Memorial Fund, Good News Health Scotland and the Bletty Memorial Fund. In December 2010 they were Highlands and Islands regional winners of the RBS Community Fund;



providing a further £3,000 of project funding. They have also recently completely revised their website: www.mindyourhead.org.uk/ which gives useful information and web-links for those who need urgent help, for their friends and relatives, and for anyone interested in raising their awareness of mental health.

Their office hours are Monday 9 am - 2 pm and Thursday 9 am - 5 pm. You can contact them at: **01595 745035** Jacqui.Clark@shetland.org and Jenny.Teale@shetland.org

Diary date: **The Mind Your Head Round Spiggie Fun Run** will be held on Sunday August 14th 2011.



Colleen Flaws is acting **Shetland Befriending Scheme** Coordinator for the duration of Lynn Tulloch's maternity leave; **Christina O'Rourke** (left) takes on Colleen's former role as Young Adults Development Worker delivering the service for

young adults aged between 16 and 25 years. Christina says:

"I have come to Shetland Befriending Scheme from Dublin in Ireland. For a number of years I worked with young people and communities in disadvantaged areas. As a Youth Worker I provided a safe and supportive space for young people to positively engage in whatever services they needed. As such we could be playing football one hour and then learning about the effects of drugs and alcohol in a person's life. I've also volunteered with the Special Olympics, and with St Vincent de Paul, a voluntary charitable organisation which gives practical help to those in need. As someone who has volunteered and worked with people in need, I can honestly say that the rewards for both parties far outweigh the time put in. I look forward to meeting volunteers and young adults over the coming months."

Contact: Christina O'Rourke, 01595 743908
befriending@shetland.org

The Community Mediation Team have a new part-time member of staff, Daniel Killeen (left),



Arts and Restorative Justice Worker (Children). This joint post (for Shetland Islands CAB and the Shetland Arts Development Agency) has one year funding from Children in Need to work with young people aged 18 and

under. Daniel is an artist and will be trained as a restorative justice worker. His remit covers:

- helping clients create gifts to give to persons they have harmed
- encouraging wider involvement by young people in the project through the use of art techniques
- facilitating 'emotional language' through art

For more information, contact **Alyson Keiller** alyson.keiller@shetland.org **01595 743934**

The Tall Ships Races 2011 - Lerwick is looking for volunteers for the four day event, which takes place from the 21st until 24th July. The Tall Ships Races 2011 are presented by Szczecin, and organised by Sail Training International (www.sailtraininginternational.org).



Countries entered to date include Norway, Poland, Denmark and the Netherlands and organisers anticipate up to 3,000 crew will take part in the Race festivities.

Lerwick Harbour hosts the Tall Ships before Race Two, which sails to Stavanger in Norway. The Tall Ships Races rely on local volunteers to help with the smooth running of the host port visits which attract thousands of visitors annually.



Further volunteers sought are: **Event Support and Administration, Stewards and Marshals**, to supplement the Liaison Officers already recruited (over 80 to date). Volunteers help to create a positive impression of Shetland and its people; anyone with good knowledge of the area and excellent communication skills is invited to help deliver a fantastic event in Shetland.

For more information, for a full list of positions, role descriptions and application forms visit:

www.tallshipsraceslerwick.com/volunteer

or contact:

Louise Cluness, Operations Assistant

01595 744956 Louise.Cluness@shetland.org



CLIC Sargent is the UK's leading cancer charity for children and young people. It provides clinical, practical and emotional support for young cancer patients and

their families, from diagnosis onwards.

CLIC Sargent are looking for volunteers for their charity in Shetland. They are initially looking for a local representative, and in the longer term for volunteer committee members. What they are hoping to achieve in Shetland is to raise the profile of the charity, and help to organise fundraising events.

For more information or a chat about the role, contact: **Jo Warren**, Community Fundraising Manager for Grampian and Shetland jo.warren@clicsargent.org.uk, **01224 288960** or mobile **07795022457** www.clicsargent.org.uk

Guide Dogs

Guide Dogs could change your life

Do you, or does someone you know, have sight loss that makes it difficult to get around independently or live life to the full? A guide dog could make a life-changing difference.

Did you Know:

A guide dog can offer a unique, safe and effective way of getting about independently

You don't need to have lost all your sight. You don't have to be formally registered as blind or partially-sighted either

- There is no upper age limit.

- It costs just 50p to have a guide dog. All essential equipment and training is provided by Guide Dogs, and we can also cover the cost of vet bills and dog food

- No previous experience of keeping a dog needed, providing you are committed and able enough to work with, support and care for a guide dog then our training will teach you all you need to know.

- It's not just about improving mobility. A guide dog and its owner exist as a partnership, and the companionship, loyalty and fun that each partner brings to this relationship can be immensely rewarding.

Phone the **Guide Dogs for the Blind** for more information on **0845 372 7499**

Shetland NHS Board achieve Investing In Volunteers (iV)

Following assessment in July 2010 for Investing in Volunteers, NHS Shetland was approved by the iV Quality Assurance panel in October 2010, and presented with the award in November. Janice McMahon, Assistant Director of Nursing (Hospitals), chairs NHS Shetland's Volunteering Strategy Group, and has been the lead person in achieving this award.

Janice says: "I was delighted to receive the Award on behalf of the Board; thank you to all of the people who volunteer for us in Shetland, without their support we wouldn't have achieved it. Thanks also to Voluntary Action Shetland for their advice and support, and to Rebecca Dudge of Volunteer Development Scotland for advice and help with the self-assessment and iV award process. There is a long history of volunteer involvement in NHS Shetland and volunteers contribute in a variety of ways and provide help within hospitals and in the community. NHS Shetland values and supports the important part volunteers play in the life and work of the organisation."



Investing in Volunteers (iV) is the UK quality standard for all organisations which involve volunteers in their work.

Contact Voluntary Action Shetland, 01595 743900 vas@shetland.org for more information on iV.

Pictured (L-R): Janice McMahon, Kathleen Carolan, Nurse Director with iV plaque and Ralph Roberts, Chief Executive, Shetland NHS Board

Anyone interested in volunteering with the NHS should Contact: Janice McMahon 01595 743020 janice.mcmahon@nhs.net



Winner of the Shetland Kidney Patients Association wedding cake (knitted by Ingrid Williamson) from their World Kidney Day event was Helen Thompson.

Contact: Catherine Hughson, Secretary/Treasurer 01595 743901 catherine.hughson@shetland.org www.shetland-communities.org.uk/skpa

The Central Carers' Group has changed its venue, and is now meeting in the Havly Cafe in Charlotte Street, Lerwick. The next meeting is on 10th February from 11 am to 12.30 pm.

The new Young Carers' Group meets in the Bruce Family Centre on 24th February at 3.45 pm.

For more details please contact: jo.jack@shetland.org Jo Jack 01595 473923

Voluntary Action Shetland's policies and procedures are now available online as examples for member organisations and other voluntary groups when compiling their own policies and procedures. Go to: www.va-shetland.org.uk and click on VAS Policies and Procedures on the side menu bar.



MV Awards

MV Awards are for young volunteers aged from 16 to 25. Scottish Government endorsed, they give positive recognition of the volunteer's achievements.

MV Awards are available after 50 or 100 hours of volunteering; the Award of Excellence is awarded to those who complete 200 hours.

If you are volunteering, getting your MV Award is simple: you and your supervisor fill in some forms, and we can help. You can register as soon as you are 16, and hours that you've already given count (as do training time, and time spent travelling within Shetland). MV Awards must be completed within 2 years.

To find out more contact: Youth Volunteering Development Worker, Voluntary Action Shetland Gwen Williamson 01595 743911 gwen.williamson@shetland.org

There's still time to get your forms in for the March Awards: Contact Gwen NOW!

Learning Opportunities

Voluntary Action Shetland can deliver the following short courses, which are aimed at voluntary groups and volunteers, but open to all, and are free of charge. A minimum number of bookings is required for the course to proceed.

PROJECT MANAGEMENT

- Understand why projects fail and how to focus on success
- Appreciation of the principles, tools and techniques of project management
- The importance of people in the delivery of projects
- Benefits of project management when introducing change

BOOK KEEPING

- Understand the role and responsibilities of the treasurer
- Be confident to keep a basic book-keeping system
- Be confident to produce a basic income and expenditure sheet
- Have raised awareness of meaning of financial jargon

MONITORING and EVALUATION

- Understand the different approaches to monitoring and evaluation
- Assess the suitability of the different approaches and techniques
- Explore how to develop an effective monitoring and evaluation system

PRESENTATION SKILLS

- Understand the process needed for all methods of presentation
- Explore different ways of presenting
- Look at the pros and cons of communicating by different methods

REPORT WRITING - including OSCR RETURNS

- A guide on how to structure and write reports that communicate information efficiently & accurately
- Develop your skills in report writing to meet your target audience
- How to complete your Annual Return for the Office of the Scottish Charity Regulator (OSCR)

OSCR - ACCOUNTS for REGISTERED CHARITIES

- Complete accounts to comply with OSCR standards
- Keeping, maintaining and submitting charity accounts is an OSCR requirement

MAKING FUNDING APPLICATIONS

- Explore application preparation
- Understand why bids fail
- Identify what funders are looking for and who they are

MINUTE TAKING

- Understand the importance of accurate minute taking
- Be confident to take an accurate record of meetings
- Be confident to produce a set of minutes

How to let us know what courses you would like:

Ideally, identify who from your organisation would benefit from the training, or combine with other organisations in your area who could also benefit from the same course; and speak to us about when and where it should be delivered. To book your place, suggest further courses or for more information,

Contact: Wendy Hand
VAS Development Worker
01595 743905
wendy.hand@shetland.org



Voluntary Action Shetland

Easter Fair



Saturday 23rd April, Market House
FREE Gift workshops for Easter
Teas and Homebakes
Fun for All the Family 11 am to 3 pm

Facilities at Market House

The following low-cost facilities are available for use by voluntary and community groups:

- ⊗ Room and equipment hire
- ⊗ DIY admin: photocopying, laminating, binding, faxing, printing, etc.
- ⊗ Computer: internet access & Office 2007
- ⊗ Tools to help with funding:
Funder Finder, Budget Yourselfes, Apply Yourselfes

Market House Reception

01595 743900

www.va-shetland.org.uk



The Shetland Community Portal
www.shetland-communities.org/

Has your group joined the Shetland Community Portal yet?

- ⊗ Quick access to relevant material for Shetland residents and visitors
 - ⊗ Cheap and easy way to create your own website with free training
 - ⊗ Provides information through the Community Toolkit
- Have a look at what other groups are doing on the website, or for more information, **contact:**
Anne or Sue 01595 743900.

Market House Resident Organisations

Organisation	01595	Email address
Advocacy Shetland	743929	advocacy@shetland.org
Art Psychotherapy and Counselling	743916	art.therapist@shetland.org
Association of Shetland Community Councils	743906	ascc@shetland.org
Children's Rights	745073	Phil.Garnier@shetland.org
Community Mediation Team	743934	alyson.keiller@shetland.org
Crossroads Shetland	743931	crossroads@shetland.org
Disability Shetland	743900	disability.shetland@shetland.org
Family Mediation	743859	Shona.Manson@shetland.org
First Point of Contact - With Y☺U, For Y☺U	808080	Susan.Hinton@shetland.org
Mind your Head	745035	Jacqui.Clark@shetland.org Jenny.Teale@shetland.org
Moving On Employment Project	743926	kellie.nauls@shetland.org
Relationships Scotland Couple Counselling	743913	ccshetland@tiscali.co.uk
Shetland Befriending Scheme	743907	befriending@shetland.org
Shetland Bereavement Support Service	743933	sbss@shetland.org
Shetland Islands Citizens Advice Bureau	694696	sicab@zetnet.co.uk
Shetland Pre-School Play Ltd	743917	spp@shetland.org
Voluntary Action Shetland	743902	vas@shetland.org
Voluntary Action Shetland - Volunteering	743910	kathleen.williamson@shetland.org
WRVS	743914	shetland.admin@wrvs.org.uk

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