GUILD VOLUNTEERING INTERNSHIPS

Partner with a local organisation to create a volunteer program that makes an impact.

Apply for Guild Volunteering’s Leadership Program
Limited Places Available.

MAKE REAL CHANGE
Welcome to the Information Booklet for Guild Volunteering’s Internship

Guild Volunteering’s Internship will give you the skills you need to lead your own volunteer program! You’ll partner with a local Community Organisation to develop a program that involves UWA student volunteers.

The Internship is Guild Volunteering’s premier leadership opportunity. You’ll develop skills in non-profit leadership, volunteer management, communication, promotions and much more. You’ll strengthen your network and of course, make real change in the community. The Internship is a full-year program with a two-day intensive component. As an Intern you’ll work with a Community Organisation to develop a volunteer program that will launch towards the end of Semester One.

This handbook will introduce you to the organisation who you can partner with for your Guild Volunteering Internship. Available organisations include Baptistcare, Coderdojo WA, Lynwood Senior High School Intensive English Centre, Beaconsfiled Primary School Intensive English Centre, On My Feet and Coolibina Bombers Junior Football Club. We also have the opportunity for you to create your own program with an organisation not listed here, see the final page for details.

The Internship launches with a two-day intensive training program on Friday 3rd of April and Saturday 4th April.

**Friday 3rd April | 9am – 4pm** On the first day we’ll explore what it means to be a leader in third sector. We’ll tackle some of the big philosophical questions – what are the wicked problems facing the world, and how does this inform the volunteer program we’re going to create. We’ll round out the day exploring your personal passions, motivators and the impact that student driven programs can have on the community.

**Saturday 4th April | 10am – 4pm** On the second day, we’ll shift our focus towards how to practically turn what we want to accomplish in the world into a real program. This will involve learning about relationship management, creating campaigns, retaining volunteers, and transcript recognition.

**Ongoing Training** As a Guild Volunteering Intern, you’ll have the ongoing support of Guild Volunteering, we’ll help you to create a successful program that promotes social good. Throughout the semester you will be invited to meet with leaders from the not-for-profit sector and attend personal development workshops. You’ll have the opportunity to be involved in leadership positions at Guild Volunteering’s key events and have access to Guild Volunteering’s resources to run campaigns and initiatives.

Feel free to send and questions to volunteering@guild.uwa.edu.au or come into the GV office and chat to us. When you’re ready to apply visit http://www.guildvolunteering.com
GV Internship: Partner with Baptistcare.

What will my role with Baptistcare include?
If you’re pro-active, community minded and want to gain experience in a leading health care organisation, this is your opportunity! Your role will allow Baptistcare to enrich the lives of their residents and participants who are in aged care, or are clients of their disability or mental health services. Through Guild Volunteering’s Internship you will work with Baptistcare to develop a volunteer program to support the work they do. For example, you could develop a regular, volunteer involving program as part of Baptistcare’s Dementia Enrichment Project; this may include working directly with patients who have dementia.

As the year progresses you will develop a program, recruit student volunteers, organise events and activities and increase the support for Baptistcare at UWA. You will receive ongoing support from Guild Volunteering and will also participate in training at Baptistcare. You’ll have the opportunity to work with staff across the organisation, both at the main office and in the community.

About Baptistcare
Baptistcare is a locally based not-for-profit organisation that has supported communities in WA through residential aged care, home services, disability services and mental health services for more than 40 years. At the heart of everything we do is one simple principle: we care about people.

About you
You are a social, yet diligent person who is currently looking for an interesting and engaging volunteer position where you can gain experience and develop new skills. In this role you will gain tangible experience in marketing, public relations, partnerships, and recruitment. No particular course enrolment is required, but this role would suit someone studying Business, Marketing, Public Relations, Human Relations, Public Health, Social Work or Exercise Science. You will be comfortable liaising with internal and external partners, have strong interpersonal skills, be able to give and receive feedback.

In this role you will develop practical skills in the area of public relations, partnerships, program development, recruitment plus training and development. You’ll be a part of an exciting Dementia Enrichment Program and develop your networks at UWA.

Ready to apply for the Guild Volunteering Internship?
Visit: www.guildvolunteering.com. If you’d like more information about partnering with an IEC, please email volunteering@guild.uwa.edu.au.
GV Internship: Partner with CoderDojo WA, UWA branch

What will my role with CoderDojo UWA include?

An exciting new opportunity has arisen for a pro-active, community-minded student to take up a key role that will ensure the ongoing operation of a popular volunteer-run computer programming club for children (Dojo) on the UWA campus. As an Intern you will have responsibility for the UWA program including recruiting volunteers, managing an induction process, advocating for volunteer recognition and communicating with partners to gain continued support for the UWA Dojo.

About CoderDojo & CoderDojo UWA

CoderDojo WA is a Western Australian branch of CoderDojo – a worldwide, open-source, volunteer-led movement oriented around providing free coding clubs for young people aged 7-17. In a time when we are relying on computers and technology more than ever, we are facing a world-wide shortage of people with coding skills. In order to address this, CoderDojo WA enables fun, free and social learning environments that motivate young people to get coding and collaborate with each other: setting them up to become creators, rather than consumers of technology.

CoderDojo WA was founded by the Fogarty Foundation in 2013 in order to support the development of a highly digitally literate workforce that will drive WA’s long term prosperity. The coding club (Dojo) at UWA is currently run by an intelligent and enthusiastic group of volunteers that includes UWA students from a range of disciplines as well as experienced IT professionals. You will fit in easily with the group of volunteers, but will also be able to liaise with internal and external partners at all levels.

About you

You are a social, yet diligent person who is currently looking for an interesting and engaging role where you can gain experience and develop new skills. In this role you will gain tangible experience in marketing, public relations, partnerships, recruitment plus training and development. No particular course enrolment is required, but this role would suit someone studying Computer Science, Engineering, Education, Business, Marketing, Public Relations, Psychology or Human Relations. You need to have strong interpersonal skills, have the ability to communicate clearly, and be comfortable developing relationships with a wide range of people (from students, to university staff and community partners). The ability to code is not required, but you should be very interested in technology and in helping others.

Ready to apply for the Guild Volunteering Internship?

Visit: www.guildvolunteering.com. If you’d like more information about partnering with an IEC, please email volunteering@guild.uwa.edu.au.
GV Internship: Partner with an Intensive English Centre

What will my role with an Intensive English Centre Include?

As an Intern with an Intensive English Centre (IEC), you’ll be responsible for developing and maintaining a program that involves UWA student volunteers. You’ll work closely with a representative from the school to set up a program that meets the needs of the school. All programs will run during the school term. In the past volunteer programs with Intensive English Centres have included after-school homework clubs, or assisting teaching in a classroom environment. You will be highly supported by school staff; you will work closely with the students at each school, lead a team of dedicated volunteers and be part of a network of other UWA students who co-ordinate programs at other Intensive English Centres.

About the Intensive English Centres

Through the Internship we are recruiting for 2 students to develop programs with Lynwood IEC & Beaconfield IEC. Lynwood IEC is located within Lynwood Senior High School; it caters for newly arrived students between the ages of 12 and 16. Beaconfield IEC is located within Beaconfield Primary School. It offers students a 12-24 month intensive English course, before having students commence at a local school.

At both IEC’s, all students are from a culturally and linguistically diverse background and are learning English as an additional language. Students who enrol come from countries within Africa, Asia, Europe, the Middle East and South America. They are from a migrant or refugee background and bring with them a diverse range of languages, cultures and religions.

About you

You will be a highly organised and committed person with a passion for working with young people. You will be able to volunteer at the school once per week, and have time available to lead the program. It would be wonderful if you have experience in volunteering, and would like to give volunteer management a go. This is a terrific opportunity for anybody looking for experience working in non-profits, schools, and with people from culturally and linguistically diverse backgrounds.

Ready to apply for the Guild Volunteering Internship?

Visit: www.guildvolunteering.com. If you’d like more information about partnering with an IEC, please email volunteering@guild.uwa.edu.au.
GV Internship: Partner with On My Feet

What will my role with On My Feet Include?

As an Intern with On My Feet, you will be the Run Team Coordinator. This role involves coordinating a team of volunteers to attend the running session that On My Feet hold 3 times per week. You won’t be required to attend every running session, but you’ll be responsible for the volunteer roster, and ensure every participant of the program has their running efforts recorded.

This role is an incredible leadership opportunity; you’ll be at the forefront of ensuring On My Feet’s success. As the year progresses, you will have the opportunity to assist On My Feet with one-off events, and other key events as they arise.

About On My Feet

On My Feet is a not for profit that aims to use running to help those experiencing problems change their outlook so they can make decisions that result in better life outcomes – with living circumstances, with employment opportunities and with social/family networks. On My Feet gets homeless and long term unemployed running 3 times a week. Running times are Monday, Wednesday and Friday from 06:00 - 06:30; we meet at Fremantle Park.

At On My Feet, we start with a simple question: What if everyone ran? All things being equal. They are not. The homeless and long term unemployed – like us - seek independence, self-worth and greater purpose. And they need a hand up, not a hand out. Running has the power to do that; the power to change an individual's outlook through goal setting, commitment, hard work, perseverance and a positive attitude to change life outcomes through greater self-worth to create more positive communities with greater purpose.

About you

You will be a highly organised and driven individual. You will be non-judgemental and be empathetic to the situations our participants find themselves in. You will be aligned with our aim, and committed to the program for 2015.

Ready to apply for the Guild Volunteering Internship?

Visit: www.guildvolunteering.com. Once you have submitted your application, Guild Volunteering will be in touch, and you will be asked to video record a response to three questions. This is a requirement of applying for the position with On My Feet as the chosen student will have a high level of responsibility. If you’d like more information about partnering with On My Feet, please email volunteering@guild.uwa.edu.au.
GV Internship: Coolbinia Bombers Junior Football Club

What will my role with Coolbinia Junior Football Club Include?

As a Guild Volunteering Intern partnering with Coolbinia Bombers Junior Football Club, you will be the Starkick Coordinator. Your role will be at the heart the initiative; you will be responsible for coordinating, and running the team’s weekly training session. You will oversee a team of student and community volunteers, and assist with recruiting new volunteers as needed. You will be required to attend the training sessions on Sunday mornings.

This role is an incredible leadership opportunity and you’ll get a huge insight into the operations of a local sporting club and volunteer management. You will be supported by the Club and Guild Volunteering every step of the way, but ultimately your passion will drive the program.

About Starkick and Coolbinia Bombers Junior Football Club

For the 2015 Season, Coolbinia Junior Football Club is launching a new initiative – Starkick. Starkick is a new Australian Football team established to cater for special needs children who, through choice or circumstance, are unable to participate in the clubs existing teams. The Starkick team will consist of boys and girls aged 5 through to 12 years of age, and will cater for a wide range of disabilities.

In each training session, the Coordinator and team of volunteers will guide children through specific group “training” tasks. Encouraging and motivating the child to try new activities and achieve personal goals. The sessions will include 1 on 1 learnings, and group games and activities.

About you

You will be a highly compassionate and self-starting person. We value passion and communication skills over football knowledge. In fact, you do not need to have previous experience coaching, or extensive AFL knowledge to succeed in this role; training will be provided. You will need to have strong communication skills and be able to talk to children, parents and the wider community. You will need to commit to the program for the entire 2015 season, including being available during the winter university break.

Ready to apply for the Guild Volunteering Internship?

Visit: www.guildvolunteering.com. Once you have submitted your application, Guild Volunteering will be in touch. If you are shortlisted for role, you will be asked to have a brief meeting with those currently championing Starkick. If you’d like more information about partnering with Starkick, please email volunteering@guild.uwa.edu.au.
GV Internship: Create Your Own Program

What does creating my own program involve?

At Guild Volunteering, we know that many UWA students are already out in the world, supporting organisations and doing great work. That’s why we have some Internship places reserved for passionate students who want to create their own volunteer program.

To create your own volunteer program through the Guild Volunteering Internship, you need to have an idea for a program you’d like to establish, or a local organisation that you’d like to support. Through the two day intensive session, we’ll help you to think big about your idea. As the year progresses the Guild Volunteering team will support you to turn your idea into a real-life, volunteer involving program.

If you already volunteer somewhere, this is the perfect way to take the work of a local community organisation to the next level. If you’re a part of a UWA Club or Faculty Society, this is your opportunity to develop an ongoing program that will be of interest to your members and the wider UWA community.

About you

To develop your own program through the UWA Internship, you will be a self-starting person, who is passionate about a cause or an idea. You’ll need to have strong communication skills, be able to time manage and be willing to commit to the Internship throughout the whole year. We envisage that your own volunteer program will be mapped out throughout Semester 1, with the aim of kicking off early in Semester 2.

Being selected for the Internship is a terrific opportunity to develop your project and volunteer management skills, plus you’ll make new contacts in the non-profit industry. You’ll receive ongoing support to ensure your program makes a difference in the community.

How to Apply

If you have your idea ready, apply for the Guild Volunteering Internship through our website: www.guildvolunteering.com. If you’d like to discuss your idea with the Guild Volunteering team, visit us at the Guild Volunteering Office (in Guild Village) or email volunteering@guild.uwa.edu.au. We can’t wait to hear from you.