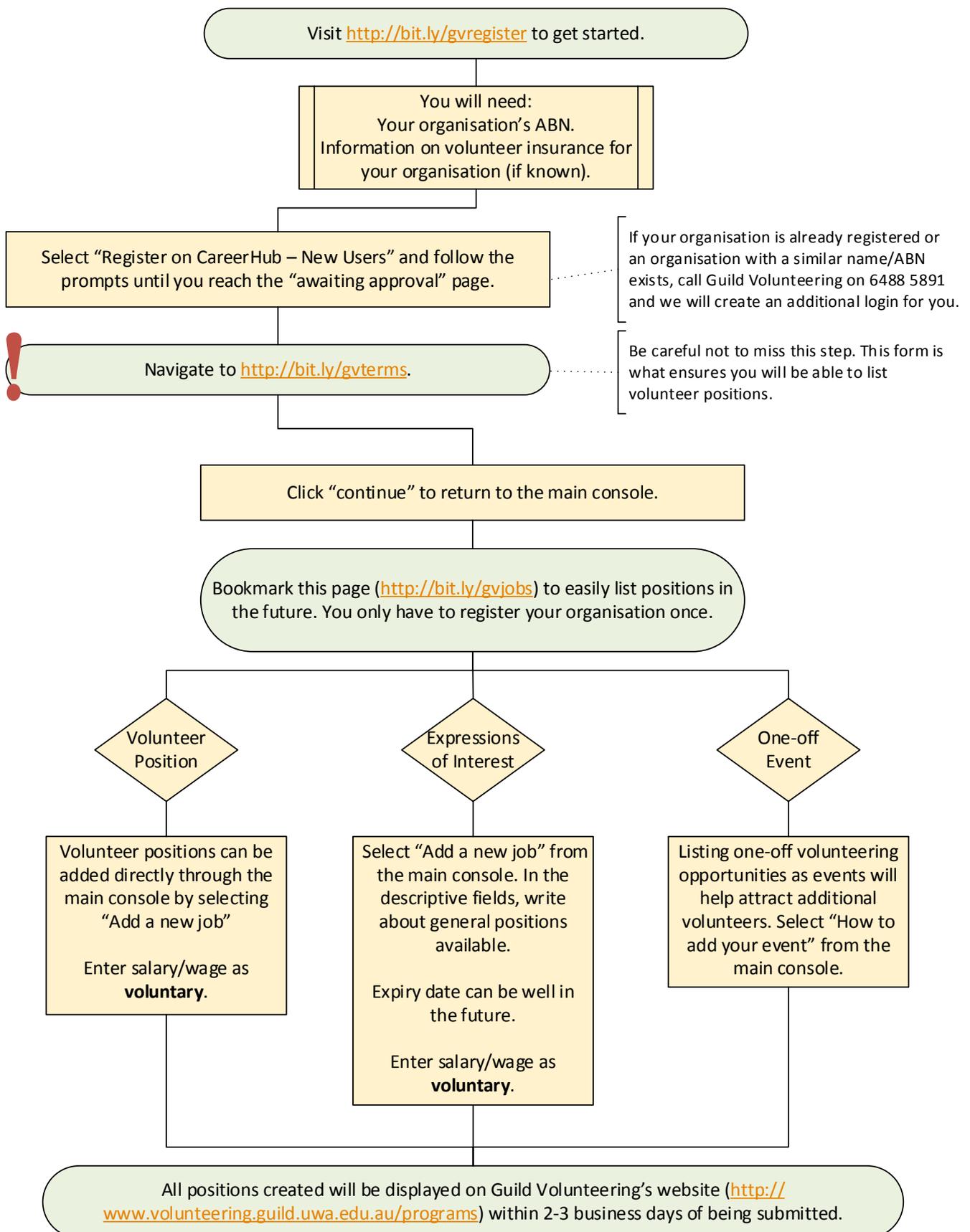


Community Organisations – Registering with Guild Volunteering



Listing a Super-Effective Volunteer Job on Guild Volunteering

New Job

For your job to be approved, it must be [well written](#) and comply with our [terms and conditions](#). Before typing your job ad, please ensure that your [existing staff contacts](#) are appropriate for this Job, or [add a new contact](#) first.

* Position title
Conservation Volunteers needed for Dune Rehabilitation

* Administrative contact
Mr Kelly, Ned

Contact to display to students
Do not display contact

General Details

* Employment type
Casual

Your job application no. or reference code

* Application closing date
17-Jan-2013

* Expected commencement date
ASAP

Number of positions available
5

* Salary / wage
Voluntary

Here are a few top tips to ensure that your volunteer position attracts interest from UWA students:

- Keep the summary brief. As little as two sentences are ideal. These should stipulate **what** the volunteering involves (e.g. “Volunteers will be playing board games, Wii, and other activities with elderly residents...”) and **why** the volunteering is important (e.g. “The interest and support of young people is the highlight of the residents’ week and is essential to their well-being.”)
- Elaborate in the details section. We describe this as **scaffolding**, where you build the structure that exists around the volunteering opportunity so that the volunteer can just jump in. What does your organisation do? What is the time commitment for the position? What induction/training is available? Is petty reimbursement available?
- Finish the details section on a strong note – **what/why again**.
- If your position is a generic “expression of interest” that links to your own website (which has further details), keep the ad very brief so that potential volunteers do not have to...
- Be aware of the unique demands facing students. Students do get busy – they are able to make long-term commitments, but let them know there is flexibility to take a week or two off during high-stress periods.
- Many of our volunteers are international students or students staying in residential colleges. They all have good levels of English competence, but public transport accessibility is important. Providing information on bus routes is often helpful.
- Be aware of the academic calendar. Listing events during exam periods is unlikely to be successful – if you need students during the break periods, promote early.