Volunteering

Returning to Work after Brain Injury can be a lengthy process. Becoming a Volunteer is a good way to practice skills and implement strategies to assist you to be able to complete work tasks independently. When you choose to volunteer, choose tasks you are interested in:

What would you like to do?

- [ ] Office Work
- [ ] Entertainment (e.g. sport, art)
- [ ] Working with people (adults or children)
- [ ] Animal Welfare (e.g. working with animals)
- [ ] Gardening / maintenance
- [ ] Sales/fundraising
- [ ] Retail/shop assistance
- [ ] Hospitality (e.g. cooking, waitress)
- [ ] Events (e.g. BBQ’s, functions)
- [ ] Other: _________________________________________________

Think about Past Experiences:

- Where have you worked before?
  ______________________________________________________
  ______________________________________________________

- Where have you volunteered before?
  ______________________________________________________
  ______________________________________________________

- Skills from past jobs/experiences?
  ______________________________________________________
  ______________________________________________________
What can you offer an Organisation as a Volunteer?

Decide:
Which suburbs can you volunteer in?
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Consider:
How you will get there and the time it will take - are you using public transport?
What is the best route (use the Translink website to research a route)?
________________________________________________________________________
________________________________________________________________________
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What are the maximum hours that you can volunteer in one day (If fatigue is a concern remember to factor in the time it will take to travel to and fro?)
________________________________________________________________________

What is the maximum number of hours your can volunteer each week
________________________________________________________________________

Which days do you want to volunteer (If fatigue is a concern remember to factor in rest days?)
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Think about:
How your ABI might affect what jobs you can do. - You don’t have to tell people that you have an ABI, BUT you do have to tell them if you have difficulties with certain things. (e.g. Memory, tire easily, attention, concentration)

It might help to talk to family and friends about your difficulties. Jot these down here:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

What you might need to become a Volunteer?

- **A Police Certificate** may be required if you are to volunteer with the elderly, disabled or other disadvantaged groups. To obtain a Police Certificate visit the QPS website for details on how to do this [https://www.police.qld.gov.au/corporatedocs/purchase/Police-Certificate-%28Australia-Wide-Criminal-History%29.htm](https://www.police.qld.gov.au/corporatedocs/purchase/Police-Certificate-%28Australia-Wide-Criminal-History%29.htm)

- **A Blue Card** is required if you are to volunteer with children and young people. To obtain a Blue Card visit the Queensland Governments Blue Card services website to complete an application [https://www.bluecard.qld.gov.au/onlinevalidation/index.html](https://www.bluecard.qld.gov.au/onlinevalidation/index.html)

What Volunteer jobs are available?

**Ask people you know and investigate your local community:**

- Ask about opportunities that match your interests and abilities.
- Ask your local community.

Your local community centre is:
________________________________________________________________________

Ph: ______________________________

- Use the internet to look in your local area for other organisations that may offer volunteering opportunities

________________________________________________________________________

Ph: ______________________________

Ph: ______________________________

**Use VOLUNTEERING QUEENSLAND**

This is a free service to help you do a comprehensive search for volunteer positions. You can search the site for a number of options of interest. Register your interest as a volunteer online at [https://volunteeringqld.org.au/](https://volunteeringqld.org.au/). Alternatively you can phone Volunteering Queensland on (07) 3002 7600

Get to know your rights and responsibilities: [https://volunteeringqld.org.au/volunteers/rights-responsibilities](https://volunteeringqld.org.au/volunteers/rights-responsibilities)
When you find a volunteering position that you are interested in ask:

Is this job RIGHT for ME?
Ring the volunteer workplace to find out more about the volunteering job:
- Have a pen and paper to make notes.
- Introduce yourself: “My name is ______. I would like to find out more about volunteering with your organisation.”

Ask questions like:
- What volunteer jobs do you have?
- What tasks are involved?
- Where would I do this job?
- What training is provided?
- Is extra support available if I need it?
- Can I buddy with someone to do a job?
- How many hours do I need to do?
- Are there costs involved?
- Do I need a Blue Card or Police Certificate?
- What else do I need to know?
- What is the next step to apply?

The organisation may wish to know further information about your needs and skills. Refer to your answers on the first page to assist you with this conversation.

You think this job is RIGHT: What is the next step?
Every organisation has different volunteering processes:
- Fill out written application forms
- Provide a resume

- Send an email or letter of interest
- Chat with a volunteer co-ordinator
- Apply for a Blue Card
- Attend a training or orientation session
- Reference check by organisation
- Comply with Insurance requirements
- Ensure there is sufficient support for your needs

You may need help with any of these steps ask your case manager or someone else in your support network for support.

What if the Volunteer job isn’t working out?
- Talk with the volunteer co-ordinator or your supervisor
- In a review of your progress, you can talk about the things that you are finding difficult
- Talk to people in your support network or your case manager

Resources:

Notes:

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