

The Administrators of Healthcare Volunteers and
Minnesota Association for Volunteer Administration Present....

Utilizing Online Resources for Healthcare Volunteer Programs



MAVA © 2011

MAVA Membership...



Minnesota
Association for
Volunteer
Administration

Building the Profession

MAVA © 2011

What is MAVA?

By joining MAVA, you and your organization benefit from the **resources** and **expertise** of hundreds of volunteer administrators across the state of Minnesota. As the largest alliance of volunteer professionals in the state, we offer unparalleled **leadership, training and networking opportunities**. We are the leading **voice for volunteerism** in Minnesota, working to **increase awareness** of our profession and **resources for leaders of volunteers** across the state.



Membership Benefit: Events

MAVA Members receive discounts
to all events including...



Membership Benefit: Events

Professional Development Workshops held 3 times/year



Membership Benefit: Events

MAVA Annual Business Meeting and Educational Workshop held once a year



Membership Benefit: Events

Minnesota Conference on Volunteer Administration - held every other year



Membership Benefit: Events

Volunteer Impact Leadership Training Series



Membership Benefit: Events

Advanced Topic Initiatives

Engaging Boomers and New
Generations of Volunteers

Volunteerism in Immigrant
Communities

Status of MN's Volunteer
Programs in a Shifting
Environment



Membership Benefit: Leadership Development

Develop your skills and effect the
future of Volunteerism in Minnesota

Volunteer with MAVA!



Membership Benefit: Leadership Development

Serve on a Committee or Board...



Membership Benefit: Leadership Development

Develop Curriculum or Lead Workshops...



Membership Benefit: Leadership Development

Research new trends in volunteerism...

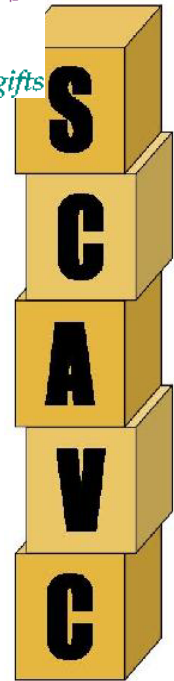
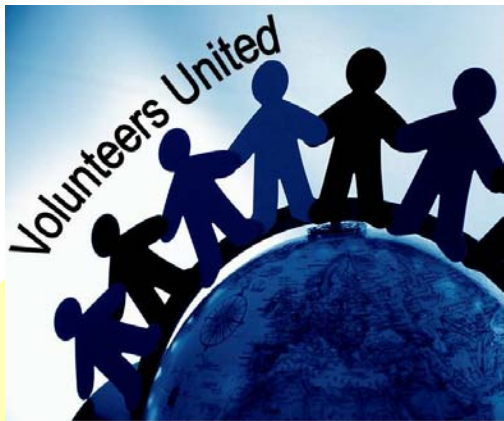


Membership Benefit: Leadership Development

Advocate for Volunteer Resources...



Membership Benefit: Networking



Membership Benefit: Networking

No matter where in the state you are...



...there is a group for
you to connect with!

Membership Benefit: Networking

Or get sector specific...

- Metro Area **Volunteers in Schools**
- Administrators of **Healthcare** Volunteers
- Directors of **Church Volunteer** Ministries
- **Corporate Volunteerism** Council

Membership Benefit: Resources and Information

Monthly Newsletter



Membership Benefit: Resources and Information

Excellence in Volunteerism Awards



Membership Benefit: Resources and Information

Online Resources

Public:

www.MAVANetwork.org/resource

Members Only:

www.MAVANetwork.org/membersonly

Membership Benefit: Resources and Information



Minnesota
Association for
Volunteer
Administration

Minnesota Association for Volunteer Administration

www.MAVANetwork.org/Resource

E-mail

Password

Remember me

Login

[Forgot
password](#)

[Home](#) [About Us](#) [Events](#) [Networks of Leaders of Volunteers](#) [Resources](#) [Join Us!](#) [Donate](#)

"Inspiring Excellence in the Leadership of Volunteers to Impact Communities"

MAVA provides a forum to engage people involved in volunteerism across Minnesota to exchange information and ideas, and to link resources to build capacity. With over 800 members, MAVA is a powerful resource for the volunteer community. MAVA provides news, information, professional development and training opportunities to its members.



**Relationships Matter:
Volunteerism in Immigrant Communities**



Minnesota has experienced significant changes in population over the past few years with one of the fastest rates of growth in diversity in the United States. MAVA and Dr. [Name] will be presenting their Leadership Paradigms study to learn about

MAVA Resources

Professional Development

Connect with Volunteers

Share Ideas & Network

Guides, Articles, & Books

Helpful Websites

Volunteer Management Resources

Technology Resources

Job Seekers

Social Media Outreach

MAVA Blog

News

Keep updated with [MAVA E-mail Alerts](#)

Headliners

[Join AmeriCorps VISTA](#) through

[MAVA congratulates Governor Dayton on his 100th birthday. Thanks for continued support of volunteerism.](#)

[Sign up now for "Leading Change in our Lifetime" the MAVA](#)

Membership Benefit: Resources and Information

www.MAVANetwork.org/Resource

Resources for Volunteer Administrators

Welcome to our new resource library! Our library is organized by subject and is filled with a variety of tips, tools, outside resources, and informational guides for volunteer administrators.

MAVA Resources

MAVA provides numerous opportunities for networking and professional development, including workshops, certifications, a blog, and more.

Connect with Volunteers & Agencies

Find volunteers and post opportunities: listings of international, national, and regional volunteer websites, centers, and agencies.

Guides, Articles, & Books

Check out the latest writings from the field.

Volunteer Management Resources

Looking to improve your program? This portion includes tips, tricks, and ideas on a variety of topics: recognition, screening, recruitment, and more!

Job Seekers

The latest job postings and up-to-date resources for job seekers during these tough economic times.

The MAVA Blog

An interactive tool to gain information on the field and provide resources to assist you in managing your volunteers!

Professional Development

Develop your professional skills with this listing of workshops, certificates, events, and networking opportunities.

Share Ideas & Network

Blog, join a network, and discuss hot topics in the field with other volunteer coordinators in your area or across the world.

Helpful Websites

A listing of the best websites in the field.

Technology Resources

Improve efficiency with free or low-cost technological resources and websites for volunteer administrators and nonprofits.

Social media outreach

Resources to help you jumpstart or improve your social media presence.

News

Volunteerism in the news: your comprehensive source for news and information important for leaders of volunteers in Minnesota.

Membership Benefit: Resources and Information

www.MAVANetwork.org/connect

Building the Profession

Home About Us Events Networks of Leaders of Volunteers Resources Join Us! Donate Members-only section

MAVA Resources Professional Development Connect with Volunteers Share Ideas & Network
Guides, Articles, & Books Helpful Websites Volunteer Management Resources Technology Resources Job Seekers
Social Media Outreach MAVA Blog News

Connect with Volunteers & Agencies

Find volunteers or post your positions on these regional, national, and international websites or at volunteer centers throughout the state!

Regional

Separated by location of organization.

- [United Way](#) -- Find your local United Way to post opportunities and find volunteers. Many locations throughout the state, Wisconsin, Iowa, and the Dakotas.

Metro:

- [Hands On Twin Cities](#) -- Recently updated online database with up to 8,000 metro area volunteer opportunities.
- [I Can Help Twin Cities](#) -- Database for volunteers and organizations to connect with one another--create a registration, post your opportunity and receive inquiries.
- [Community Thread](#) -- Stillwater, serving the St. Croix River Valley.

Northeast:

Membership Benefit: Resources and Information

www.MAVANetwork.org/volmgmt

Risk Management

- [Who's Lending a Hand?: A National Survey of Nonprofit Crime, 2008](#)
- [Interviewing and Screening Volunteers](#) -- Energize, I
- [Nonprofit Risk Management Center](#) -- Website filled with publications, consulting, workshops, and more.

Best Practices in Volunteer Management

- [Best Practices in Leadership of Volunteers](#) -- Nine *of Volunteers*, The Urban Institute, June 2004.
- [Volunteer Management Good Practice Guide](#) -- Fr
- [Managing Volunteers: A Good Practice Guide](#), Cit

Advocating for your Volunteer Program

- [MAVA Decision Maker Brochure](#) -- Learn how executive organizations.

Trends in

- [Vol](#)
you
- [Vol](#)

Noteworthy Events:

National Volunteer Week

- [National Volunteer Week Celebration Ideas](#) (18-24, 2010).
- [Official National Volunteer Week Site](#) from

Martin Luther King, Jr. Day (January 17, 2011)

- [MLK Breakfast](#) -- Annual breakfast to celebrate
- [Serve.gov](#) -- Search service events for
- [Follow the Leader... Become a Leader](#) --
- [MLK Day of Service](#) -- Learn about MLK Service

HandsOn Twins Cities Volunteer Expo

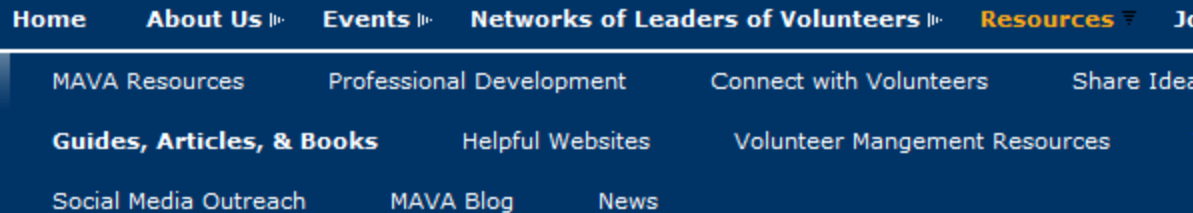
- [HandsOn Twins Cities Volunteer Expo](#) -- you can get involved in a cause and benefit

Disney's Give a Day. Get a Disney Day.

- [Give a Day. Get a Disney Day.](#) -- Volunteers who register on their website and complete

Membership Benefit: Resources and Information

www.MAVANetwork.org/guides



Guides, Articles, & Books

MAVA Articles

- [Boomers and Beyond: 12 Best Practices Vital to Volunteer Resources in the Future](#) -- Fritsch, August 2010
- [Reinventing Volunteerism: A Fresh Approach to Changing the World](#) -- by Mary Quirk,
- [14 Steps to Developing a Top-Notch Volunteer Program](#) -- by Mary Quirk, from [Fields](#)
- [Seven Tips to Capitalize on Volunteer Resources During Tight Times](#) -- by Mary Quirk,
- [Training for Organization Leaders: Capitalize on Volunteer Resources During Tough Economic Times](#) -- by Mary Quirk for [E-Volunteerism](#)
- [Volunteer Paradigm Shift: A Four Stage Model](#) -- by Lee George, Brain Injury Association of America. This article was written by Lee George, MAVA Board Member and Trainer and Volunteer Manager

[MAVA Tool Kit for Building a Peer Professional Network](#) -- Develop your own network of professionals. This tool kit is a notebook that covers topics ranging from Stages in Network Development and Balancing Pa

Membership Benefit: Resources and Information

www.MAVANetwork.org/helpfulwebsites

www.MAVANetwork.org/technology

www.MAVANetwork.org/socialmedia

Helpful Websites

Volunteer

MAVA Blog

News

MAVA Resource

Helpful Websites

Volunteer Management Resources

Technology Resources

MAVA Blog

News

Helpful Websites

[Energize, Inc.](#)

Website by Susan J. Ellis, international:

[Idealist.org](#)

Interactive website by Action Without Borders and supporters.

[Corporation for National & Community Service](#)

National website promoting national service.

[Minnesota Council of Nonprofits](#)

Online resource for nonprofit organizations.

[Points of Light Foundation](#)

Website for Washington DC-based organization.

[Volunteering in America](#)

Access volunteering tools, resources

Technology Resources

Listings of free or low-cost technological tools and websites for volunteer administrators.

Tech Websites

- [Tech Soup.org](#) -- Ultimate online technology resource for nonprofits. Provides free resources.
- [100 Online Tools for Nonprofits](#) -- Wild Apricot Blog, August 2009.

Volunteer Recruiting

- [Volunteer Hub](#) -- Online program, matches volunteers with opportunities. Features email and reporting on your organization's volunteer activity. Free monthly trial.
- [Volunteer Spot](#) -- Your volunteers can sign up for a one-time project or event. A calendar of invitations and reminders.
- [Community Leader subscription](#) -- Sign up through Volunteer Match and receive a monthly newsletter.

Form/Document Creator

- [JotForm](#) -- Free form creator. Allow potential volunteers to complete applications online.
- [Google Docs](#) -- Collaborate online. Create online forms, spreadsheets, and other documents.
- [PrimoPDF](#) -- Don't have Adobe? No problem. PrimoPDF will convert any file into a PDF.

Membership Benefit: Resources and Information

www.MAVANetwork.org/bestpractices

Best Practices of Volunteer Management

Resources developed by MAVA or contributed by members. Materials are for review and counsel and review process to determine appropriateness for your organization.

Volunteer Program Planning

- [Volunteer Program Self Assessment - MAVA](#)
- [Volunteer Philosophy Statement - MAVA](#)
- [Sample Volunteer Program Overview - Children's Hospital](#)

Volunteer Position Design

- [Sample Position Description Format - MAVA](#)
- [Sample Project Description Format - MAVA](#)
- [Journal Friend - Sample Volunteer Position Description](#)
- [Advocacy Assistant - Sample Volunteer Position Description](#)
- [Lunch Buddy - Sample volunteer Position Description](#)
- [BSF Application Assistant - Sample Volunteer Position Description](#)

Volunteer Recruitment

- [Developing A Volunteer Recruitment Plan - MAVA](#)
- [Tips from Minnesota Colleagues](#)

Membership Benefit: Resources and Information

www.MAVANetwork.org/jobs www.MAVANetwork.org/memjobbank

Job Seekers

Resources for job seekers during these

Job Boards

- [MAVA Job Bank](#) -- Continually up
- [Minnesota Council of Nonprofits](#) -
- [Minnesota Council of Foundations](#)
- [Minnesota Workforce Centers](#) -- and training needs.
- [Idealist.org](#) -- Looking for a chan

Job Resources

- Post your resume, get recommen
- Get out there and make valuable
- [Tripping on the Ladder](#): Online co

MAVA Job Bank

The Minnesota Association for Volunteer Administration Job Bank is an impor job advancement or a lateral transfer. Click below for recent job pos administration and similar positions.

Employers may post jobs in the field of volunteer administration free of char **opening that would be of interest to MAVA members, send it to office@** [website submission guidelines](#).

Position: [Refugee Program Specialist: Employment Counselor](#)

Organization: Minnesota Council of Churches- Refugee Services Program

Date Posted: February 3, 2011

Position: [Volunteer Coordinators, Literacy and Math Tutors \(AmeriCorps\)](#)

Organization: Minnesota Education Corps

Date Posted: February 1, 2011

Position: [Academic Internship Coordinator \(Part Time\)](#)

Organization: Metro State University

Date Posted: January 31, 2011



Membership Benefit: Resources and Information

www.MAIVolunteer.org www.MAVANetwork.org/discussionforum

Discussion Forum

[Back to topics](#)

Client - Volunteer policies

New comment

[Subscribe to topic](#)

01-Feb-11 15:45

Message # [513654](#)

[Edit](#) | [Delete topic](#) | [Reply](#)

[Sara Umbreit](#)

I am looking at creating a policy surrounding clients becoming volunteers. I am wondering if anyone would be open to sharing what policies they have in place for clients becoming volunteers. Thanks!

02-Feb-11 08:50

Reply # [514071](#) on [513654](#)

[Edit](#) | [Delete comment](#) | [Reply](#)

[Linda Velez](#)

Sara Umbreit wrote:

I am looking at creating a policy surrounding clients becoming volunteers. I am wondering if anyone would be open to sharing what policies they have in place for clients becoming volunteers. Thanks!

Membership Benefit: Resources and Information




www.MAVANetwork.org/AHVForum

AHV Forum

Create topic

[Subscribe to forum](#)

<< First < Prev **1** 2 Next > Last >>

Topic	Last message	Replies
 Volunteer Valet Parking	23-Nov-10 13:06 Patty Ahl	—
 Free Mantoux Tests	09-Jul-10 14:39 Patty Ahl	1
 Sign-in	09-Jul-10 14:37 Robin Halloum	—

Membership Benefit: Resources and Information

<http://mavanetwork.wordpress.com/>

mavanetwork
Just another WordPress.com site

Home About MAVA Contact Us

Can you just say “no?”

February 9, 2011

I’m lucky! For the first time in my career as a leader of a volunteer program, I do not have to recruit potential volunteers. There are numerous reasons for this – the economy, the local foods movement, heck, even the Baby Boomers. Gardening is more popular than ever. Not only are our potential volunteers qualified, they’re full of excitement, wanting to learn more about gardening, but to then share their knowledge with the community. And here lies the problem – there are too many qualified people out there.

Our program has always had more potential volunteers than were accepted into the program, but in 2010, applicants were outstanding. We received 67 applications, interviewed 65 of those applicants, but could only bring in 28 new volunteers. Our program has reached capacity – we’re unable bring in too many new individuals until we do some restructuring. We want our new volunteers to have a good experience, thus the smaller numbers. Most interesting for us this year, applicants we normally would have brought into the program are

Minnesota Association for Volunteer Administration
Building the Profession

GET INVOLVED

- o Donate to MAVA
- o Events
- o Follow us on Twitter
- o MAVA on Facebook
- o Resources for Volunteer Administrators

ARCHIVES



Membership Benefit: Resources and Information

www.MAVANetwork.org/memberdirectory

Member Directory

Welcome to the MAVA member directory! Use this directory to network with fellow MAVA members and colleagues, share the information with those outside of MAVA. View our [privacy policy](#).

To edit the details shown in your profile, or to make your profile visible, click the view profile button in the right hand corner.

[Advanced search...](#)

Search: Found: **750** Show: ▼

Name	Organization	Membership
------	--------------	------------

AHV

Resources and Information

www.worldvolunteerweb.org/ – international volunteerism resources and news

www.ahvrp.org – national association for healthcare volunteer managers

www.energizeinc.com – national resources and hot topics on volunteerism

www.stevensoninc.com – newsletters and manuals

www.pointsoflight.org – national resources and news

<http://volunteer.ca/files/CodeEngJune2006.pdf> – Canadian code for
volunteer involvement

www.volunteermatch.org – online volunteer recruitment program

Membership Benefit: Money Saving

Discount Background Checks from
the McDowell Agency (packages start at \$10)



THE MCDOWELL AGENCY, INC.
INVESTIGATION & PRE-EMPLOYMENT SCREENING

Membership Benefit: Money Saving

Discounts on Promotional Materials from Peacock Promotions



MAVA Membership: Fast Facts

You can update your own
membership information and renew
online!

(see www.MAVANetwork.org/FAQ for more
information)

MAVA Membership: Fast Facts

Log into the members only section
with:

Username: your email address

Password: (default: mava)

www.MAVANetwork.org/membersonly

MAVA Membership: Fast Facts

Keep up to date on Administrators of
Healthcare Volunteers news, events
and more!

www.MAVANetwork.org/AHV



MAVA Membership: Fast Facts

If you have any questions at all, please contact Katie in the MAVA office at (651) 255-0469 or office@MAVANetwork.org

MAVA Membership: Fast Facts

Or, contact the chairs of AHV at
AHV@MAVANetwork.org

Thank you!

This presentation can be found at
www.MAVANetwork.org/AHV