



Volunteer Calgary's update of resources and activities within the voluntary sector

[www.volunteercalgary.ab.ca](http://www.volunteercalgary.ab.ca)

**IN THIS ISSUE:**

[Only 2 weeks to the Annual Leadership Awards!](#)

[Can you lend Volunteer Calgary a hand?](#)

[Security Checks and Fees](#)

[Fly with WestJet, Help CNIB!](#)

[Get a boost from U of C Students](#)

[How will you celebrate National Volunteer Week?](#)

[Workshops at Volunteer Calgary](#)

[What's new at Volunteer Calgary Library](#)

**ONLY 2 WEEKS TO THE ANNUAL LEADERSHIP AWARDS!**

The [12<sup>th</sup> Annual Leadership Awards](#) is literally just around the corner. You are all cordially invited to join us for an evening filled with inspiration.

Awards will be given out to outstanding individuals who have made a difference in the Calgary community through their voluntary contributions. We hope you could join us as we applaud their efforts and thank them during Calgary's premiere volunteer recognition event. The Leadership Awards will be on May 1, 2008 at the Calgary Stampede.

**The tables are filling up fast, so purchase your tickets now and celebrate this wonderful event with us!**

To purchase, click [here](#) or contact [Helen Shaver](#) at 231-1435.

**CAN YOU LEND VOLUNTEER CALGARY A HAND?**

Volunteer Calgary is holding its annual Casino Fundraiser on July 31<sup>st</sup> and August 1<sup>st</sup>. We would appreciate your support in assisting us to keep our services strong. We encourage you to sign up a volunteer (or two) from your organization. As a member of Volunteer Calgary, you already know how beneficial our services are to the community. The last casino allowed us to raise \$94,000. These funds have already begun to help us review our website and member portal, services that directly benefit our member organizations.

By volunteering for this, you're supporting over 450 non-profit organizations in our community! From preserving the environment to improving the lives of vulnerable people, your help will make a difference.

**VOLUNTEER IN PROFILE**

In partnership with CTV, Volunteer Calgary presents Steve Fedorchuk with Calgary Search and Rescue as 'Volunteer In Profile' for March 2008.

To view the profile, [click here](#) and scroll to March Volunteer in Profile.

To find out how to participate in the 'Volunteer in Profile' program, please contact [Aden Hirtle](#) at 231-1432.

**[Nominate now for April!](#)**

**WELCOME, NEW MEMBERS!**

Alberta Diabetes Foundation  
[www.afdr.ab.ca](http://www.afdr.ab.ca)

Art A La Carte  
[www.artalacarte.org](http://www.artalacarte.org)

Evergreen  
[www.evergreen.ca](http://www.evergreen.ca)

Prostate Cancer Research Foundation of Canada  
[www.prostatecancer.ca](http://www.prostatecancer.ca)

Don't delay, sign up a volunteer today! To find out more, please email [Janet Burstall](mailto:Janet.Burstall@chpca.net), Coordinator, Volunteer Services or call 231-1442.

## SECURITY CHECKS AND FEES

As you may recall during the recent provincial government election campaign, the government promised to cover the costs on Police Information checks for all volunteers who served the vulnerable populations as well as children and seniors.

While the government agencies are continuing to work together on this it has yet to be implemented. For now the fee for individual volunteer security checks through the Calgary Police Service will remain at \$5.00. It is important to remember that all volunteers must have an official letter from your non-profit organization; the letter must meet the following criteria:

- Letter must be on official letterhead of the non-profit organization and must be an original, photocopies will not be accepted.
- Must have an original authorized signature, signed in a colour other than black.
- Name of volunteer must be typed into the letter not handwritten.
- Date that the letter was issued must also be typed into the letter.
- The letter must indicate that the volunteer mentioned is an unpaid volunteer who requires a security clearance to participate with the non-profit organization.

Another bit of good news is that volunteers can now obtain security checks at the following District Offices during the hours indicated:

**District 2** - 4506 17<sup>th</sup> Ave SW

Phone: 567-6200

Hours: Mon - Fri 11am -7pm

Sat 10am - 6pm

**District 4** – 3207 12 Ave NE

Phone: 567-6400

Hours: Tue – Fri 9am – 6pm

For additional information visit the Calgary Police Service (CPS) [website](http://www.calgary.ca/cps).

There are alternative security check options available, however the costs to the individuals may be higher and the security checks may not be as thorough as those conducted by the Calgary Police. The CPS security checks include a 3-system check which accesses information from the federal, provincial and municipal levels.

## FLY WITH WESTJET, HELP CNIB!

Every time you book your WestJet flight online through CNIB's website, WestJet will donate a percentage of all fares to the Canadian National Institute for the Blind (CNIB) for vision health research, public education and vital vision support services.

**Alberta Hospice  
Palliative Care  
Association**  
[www.chpca.net/ahpca](http://www.chpca.net/ahpca)

## FOR OUR MEMBERS

### DATES TO REMEMBER:

**APRIL 30**

DEADLINE FOR MEMBERSHIP  
RENEWAL

Please take the time to renew your membership with Volunteer Calgary if you haven't already done so before the deadline. Contact Lynda Holleman at 231 1431.

**APRIL 27 – MAY 3**

NATIONAL VOLUNTEER WEEK

**MAY 1**

LEADERSHIP AWARDS

## LEADERSHIP CALGARY

The Application deadline for the Class of 2008-2009 is on **May 15, 2008!**

For more information, contact [Tracy Hollingsworth](mailto:Tracy.Hollingsworth@chpca.net) at 231-1430.

Follow these 5 easy steps:

1. Go to [www.cnib.ca](http://www.cnib.ca)
2. Click on "Welcome"
3. On left hand side of screen there's a heading "Find It Fast". The fifth item on the list is "Special Offers and Promotions" - click on that.
4. You will now see the WestJet logo. Below, in the text, is a link "Book your WestJet flight now".
5. Go ahead! Book your WestJet flight! (All sales, promotional offers and codes will still be honored)

Enjoy your flight and thank you for supporting CNIB.

## **GET A BOOST FROM U OF C STUDENTS**

Could your organization use some extra help from a group of University of Calgary students? Students will be from a wide variety of disciplines and will be able to apply: research and inquiry skills; critical thinking; an ability to bring fresh insights to a project and enthusiastic participation.

During the fall and winter semesters, approximately six groups of three to four University of Calgary students will be available to undertake short term special projects and other types of volunteering in Calgary. The deadline for the proposal is November 30.

If you are interested in learning more about this project, please visit the Volunteer Calgary website: [www.volunteercalgary.ab.ca](http://www.volunteercalgary.ab.ca).

For further questions please contact Lynda Holleman, Volunteer and Community Engagement Coordinator at [holleman@volunteercalgary.ab.ca](mailto:holleman@volunteercalgary.ab.ca) or call (403)231-1431.

## **HOW WILL YOU CELEBRATE NATIONAL VOLUNTEER WEEK?**

Everyone in the non-profit sector knows just how valuable volunteers are. They are the lifeblood of the voluntary sector. That is why it is particularly important for organizations to make special efforts to recognize the volunteers who have devoted their time and energy to specific causes.

The best way to celebrate our volunteers will be to take part in the National Volunteer Week celebrations on April 27 – May 3, 2008. NVW is the biggest celebration of volunteerism that pays tribute to volunteers in Canada. Make it your little way of saying "Thank you" to your precious volunteers and start planning as early as now!

Does your organization already have something up its sleeve to celebrate? Volunteer Calgary would like to know how organizations around Calgary are planning to celebrate this event this year. Share your plans with us by sending brief description of your event to [communications@volunteercalgary.ab.ca](mailto:communications@volunteercalgary.ab.ca). If you haven't gotten around to planning yet, check out Volunteer Canada's [website](#) for some tips and ideas for your event.

## **WORKSHOPS AT VOLUNTEER CALGARY**

Keep abreast with the new trends in the volunteer sector. Join these workshops

and arm yourself with information to enhance your volunteer management program.

**Working Groups Canadian Code for Volunteer Involvement  
Developing Policies and Procedures for your Volunteer Program**

A two-part working group that will take you through a process that enables your organization to develop a strategy for adopting and implementing the Code and ensuring policies and procedures are in place to support your volunteer program.

**Part One – The Standards**

**May 6, 2008 - 1:00 p.m. - 4:00 p.m.**

**Part Two – Policies and Procedures**

**May 29, 2008 - 1:00 p.m. - 4:00 p.m.**

**Fee: \$74.20 (members) / \$84.80 (nonmembers)**

**Safe Enough! – Reviewing your screening practices**

Take a look at your organization's screening practices and explore new measures to improve them with this workshop.

*(Intermediate level course)*

**May 13 ..... 9:00 am – noon**

**Location: Talisman Centre – Riverview Room**

**Fee: \$74.20 (members)/ \$84.80 (non-members)**

**Volunteer Management Fundamentals**

This course provides you with an overview of the volunteer management cycle and how to align your volunteers and volunteer program with your organization's mission.

*(Introductory level course)*

**May 27 ..... 9:00 am – 3:00 pm**

**Location: La Joie de Vivre**

**Fee: \$106.00 (members)/ \$121.90 (non-members)**

*Please note that this is NOT a certificate course and is NOT appropriate for those who have already taken Introduction to Volunteer Management (IVM)*

To register, contact [Helen Shaver](#) at 231-1435.

**WHAT'S NEW AT THE VOLUNTEER CALGARY LIBRARY**

For your information needs, check out the Volunteer Calgary Library, located on the 2<sup>nd</sup> floor of the Kahanoff Centre. Here are some additions to the extensive collection of resources:

**Complete book of by-laws: for not-for-profit corporations in Canada.**

Johnstone, Ginette. 2007. 2nd ed.

"By-laws are the rules of procedure which the members of an organization agree will guide the way business is conducted. In this book, the author hopes to demystify organizational by-laws for not-for-profit organizations in Canada. The intention is to provide a reference guide for those who are writing by-laws for the first time, for those who wish to amend existing by-laws and for those who simply wish to better understand the nature and function of organizational by-laws." - from introduction Includes CD-ROM with sample text, bibliographical references and now includes Nunavut. This title is part of the Lois E. Hole Collection, the Muttart Foundation.

346. 710662 J73

**BoardSource committee series.** The BoardSource Committee Series is intended to provide board members and chief executives with a practical approach to determining an appropriate committee structure and details on the responsibilities of each committee. It is virtually impossible to define a committee structure that can or should be adopted by every nonprofit board. The material in this series can be used as a set of guidelines for boards searching for the best way to manage their own operations.

Titles recently added to the library collection include: **Advisory councils; Executive committee; Financial committees; and Governance committee.** Call numbers vary so please contact the library for information.

***Engaging more people, more effectively to volunteer in the community***

~~~~~  
*Volunteer Voice is a membership benefit sent to all Volunteer Calgary members. If you would like to comment on this issue, or unsubscribe, please email Amy Baquir at [communications@volunteercalgary.ab.ca](mailto:communications@volunteercalgary.ab.ca) .*

*Volunteer Calgary is funded by the United Way of Calgary and Area, City of Calgary Family and Community Support Services, and donations from foundations, corporations and individual supporters. As a registered charity, Volunteer Calgary is happy to provide a tax receipt for all contributions greater than \$10. We thank you for your support!*



**Volunteer Calgary**  
Suite 1170, Kahanoff Centre  
1202 Volunteer Way (Centre Street SE)  
Calgary, Alberta T2G 5A5

Phone: (403) 265-5633  
Fax: (403) 265-8981

E-mail: [info@volunteercalgary.ab.ca](mailto:info@volunteercalgary.ab.ca)