



VOLUNTEERING IN YFC

Volunteering for YFC should be an extremely rewarding experience as you have specifically chosen to dedicate your time, expertise and commitment to something that interests you. There are many reasons why you may have chosen to volunteer such as wanting to make a difference, giving something back to your community; or for personal benefits such as making new friends, learning new skills or enhancing a CV.

Did you know that volunteering can also improve mental health and have a positive impact on a range of factors including self-esteem, family relationships, social interaction and quality of life? Research also shows that volunteering reduces the incidence of depression, stress, hospitalisation, pain and psychological distress (Volunteer England now part of NCVO).

To help you get the best experience from volunteering for YFC, we have put together the following points.

BEFORE YOU START:

- Work out how much time you want to give/can offer.
- Take a look at the different volunteering roles available on the NFYFC website.
- Read the role description and ask someone to clarify anything you are unclear about.
- Find out what the expectations are of the job role.
- Speak to someone who's previously done the role or who has good knowledge of it.
- Visit the NFYFC website and county website to find out more about the opportunities available to you to help you in your role. The YFC Handbook on the NFYFC website contains everything you Need to know about running a YFC.

BE REALISTIC:

- Volunteer because you want to. Don't feel pressured into taking on a role you don't want to or can't commit to.
- Doing a good job needs commitment, time and energy - make sure you can make time and want to do it.
- Tell your family and friends that you want to volunteer. You'll need their support and encouragement to help you carry out the role.



YOUR INDUCTION:

You should be given an induction into your new role. However, you can take the initiative by following the points listed:

- Make sure that you have a proper handover from the previous post holder.
- If possible, try and shadow the post holder for a short time to see what they do.
- Ask for a copy of the relevant policies, procedures and paperwork that you might need.
- Get to know who you'll be working with, who will be supporting you and who you will be reporting to.
- Ask for a support meeting a few weeks into your new role to ask any questions you may have.

BE ORGANISED:

- Make sure you have everything you need to undertake your role. For example, if you are the treasurer make sure you have the books up-to-date and necessary spreadsheets and paperwork.
- Spend time reading and looking through any information you have been given. If you are club secretary look through the previous minutes to see how to layout the minutes and how they should be written.
- Ask the club if you can purchase items (within reason) that you need for your role such as an A4 folder, a cash receipt book, or a calendar/diary.
- Make a list of the tasks along with a timeframe for doing them. Workout when you are going to be able to do them. At club meetings, in the evenings, at lunch breaks. This will help you plan ahead and manage your time, helping you keep up to date and stay on top of things. Your volunteering should fit into your lifestyle and not take over it.
- Identify any tasks that need assistance from other people, make sure you have their contact details and ask them for help.
- Try not to leave things to the last minute as this can cause unnecessary stress and anxiety.
- If you do find it difficult to manage your time discuss it with either the club officers or perhaps a friend or family member that might be able to offer advice and /or support.

LEARNING ON THE JOB:

We aim to make volunteering with YFC a rewarding experience for everyone. Whilst a role description can give you an idea of the role it isn't until you start that you get a true picture of what is involved.

- Make sure you have a support meeting to go through anything you are unsure about.
- If the role is very different to the one you thought you were taking on, talk to your club chairperson or club leaders.
- Accept any training offered to you as it will help you in your role and make your volunteering experience more rewarding.



HAVE A GOOD TIME

Volunteering can be a rewarding experience. If you plan ahead, are organised and stay on top of the role you will get a huge sense of achievement. There may well be times when a role feels challenging but by speaking to others and asking for help you will get the support you need to ensure it feels manageable again. Everyone needs encouragement and support so remember to support your fellow club officers as well.

We really hope that you have a positive learning experience taking on a volunteering role for YFC – putting to use the skills that you already have as well as helping you acquire new ones.

GOOD LUCK!

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