

## Building Community: Gifting Time Volunteer Resource

### Topic 6 – Reducing Red Tape

The Building Community: Gifting Time Community Survey (the survey) reports that one of the major barriers to volunteering is the onerous regulations and requirements to become a volunteer. These requirements, while essential, can also be problematic for organisations in keeping the volunteer engaged throughout the process. Participants at the Community Forum were asked how can organisations reduce the requirements or red tape associated with volunteering participation, whilst keeping people safe?

#### What strategies can be used to reduce the red tape for volunteering organisations?

##### Simplify the Process

Many of the comments at the Community Forum were concerned with simplifying the process where possible. If completing the necessary paperwork is time consuming, consider splitting this up into two sessions and perhaps combining with another activity that introduces the prospective volunteer to the team and organisation. Consider also how much can be completed online and what requires face to face interaction. Appoint an existing volunteer to assist with the process and ensure that only paperwork essential to the volunteer's role is completed.

It is a requirement when working with children that both paid and non-paid staff have a valid Blue Card. The application process used to be a very lengthy due to the number of checks that were required. The waiting times have improved and through the online portal, approval time is around 5 business days and there are no fees for volunteer applications. This is a National Card. A link is provided in the resources that explains when a Blue Card is required and how to apply.

Ensure prospective volunteers know at the outset what forms and applications need to be completed and the potential waiting time before they can begin their volunteer duties. Explore ways to maintain their interest and enthusiasm during this period. Are there any tasks they can perform online as virtual volunteers? Refer to Topic 5 – Virtual volunteering.

Insurance for not-for-profit volunteer organisations was also mentioned at the Community Forum as a costly necessity and that there was a need for specialist not-for-profit insurance. There is a list of not-for-profit insurance providers in the resources section. Both Guild and Local Community Insurance state they are not-for-profit specialists.

#### Resources

##### Paperwork and Requirements

[Working with children card \(blue card\) - Queensland](#)

[Volunteering Resource Hub – Induction \(and more\)](#)

[Human Services Quality Framework - Overview](#)

[Promoting and recruiting volunteers](#)

[VQ – Volunteer Management Essentials](#)

##### Online Solutions for Volunteer Management

[Volaby](#)

[MyPass](#)

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### Insurance for Not-for-profits

[Local Community Insurance](#)

[NFP Insurance Brokers](#)

[GIO](#)

[AON](#)

[VERO](#)

[ACS Financial](#)

[Guild Insurance](#)