CONFERENCE PRESENTATIONS

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State Records NSW Volunteer Program

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Volunteer Program Framework

- Overview
- Volunteer policy
- Volunteer coordinator
- Volunteer organisation
- Giving back to volunteers
- Volunteer achievements
Volunteer organisation

- Recruitment, induction and separation
- Rosters
- Equipment and workspaces
- System access
- Staff supervision
What do Volunteers do?

- Indexing projects
- Listing projects
- Conservation rehousing and working bees
- Other roles: Guides for State Records Open Days, Film “extras” for exhibition promotions
Giving back to volunteers

- Volunteer newsletters
- Group events – lectures and outings
- End of year event
- Certificates of volunteer service
- Service badges
- Invitations to State Records events
- Thank you gifts
- Acknowledgment on social media
Volunteer Pros
- Time at low cost
- Bring work skills and interests
- Dedication
- Volunteer places in demand

Volunteer Cons
- Absenteeism
- Ageing volunteer workforce
- Upload and quality assurance by paid staff
Volunteer achievements, 2001/02-2015/16

- Nearly 47,000 hours provided
- 125 people who have volunteered
- Online indexes provided to the public
- Over 160,000 items added to the catalogue
- Archives rehoused
Thanks to all the State Records NSW Volunteers!
Contact details

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