

## Top Tips for young volunteers

- Find out more before you start. If are not sure about volunteering, talk to us. We can tell you all about it and what to look out for.
- It is good to spend time thinking about what kind of volunteering you want to do. Think about what you want to get from your volunteering. This makes it easier for you to decide what to apply for and helps you to get the most out your experience. If you are unsure what you want to do, you can always contact us at the [volunteer centre](#) and arrange to talk to someone.
- If you are happy to look by yourself, you can see loads of volunteering opportunities on our [website](#). Remember to check the quality check section to make sure it is a suitable role for your age!
- If you know what you want to do or where you want to volunteer, but can't see it advertised, contact the group directly and have a chat about what you are looking for.
- When are you free to volunteer and how much time have you got to give? Most adverts should have the times for volunteering. If the times don't suit you, talk to the organisation and let them know when you are free. They may be able to offer you something else.
- Most organisations have a recruitment process. They should tell you how to apply. If you need extra help, ask them or contact [us](#).
- If you want references from your volunteering to help with job hunting or college, check what you need to do e.g. how long do you have to volunteer before you can get a reference.
- If you are looking for a placement for your DofE or NCS, contact an organisation as early as possible. It can be difficult for organisations to set up placements at short notice.

## Volunteering is a choice – have fun!

Things you may want to look out for when you are planning to volunteer:

- A role description – This tells you about the volunteering and what you can expect to be asked to do.
- Do the group have a safeguarding policy and health and safety policy? These are a guide about what the organisation do to keep you safe when you are volunteering.
- Will be reimbursed for things like bus tickets and other expenses around your volunteering.
- How much help you will get to do your volunteering- training and additional support?

- Is there a named person you can go talk to if you need? Don't forget to ask for what you need.
- Do you need consent from a parent or guardian?

**For more information contact the volunteer centre on 01273 234826 or email us on [volunteercentre@bhcommunityworks.org.uk](mailto:volunteercentre@bhcommunityworks.org.uk)**