



Trafford Volunteer Manager's Network

Terms of Reference

September 2013

Purpose of the Network

- To enable organisations that support volunteers to come together and network with like-minded organisations
- To share best practice and information amongst Volunteer Managers and Coordinators from all sectors across Trafford
- To support volunteering in Trafford with aspects such as raising the profile of volunteering, the recruitment of volunteers, help with identifying funding opportunities, encouraging joint working, identifying training needs and providing a point of contact for activity related to volunteering
- To support the coordination for frontline volunteering activity in Trafford
- To improve communication amongst organisations that support volunteers in Trafford, including the promotion of opportunities available and the benefits of volunteering
- To identify problems, raise issues, trends and new legislation that can be discussed within network meetings
- To promote multi agency or joint working and improve the sharing of resources, training and opportunities for volunteering in Trafford
- To encourage joint bidding for funding and contracts amongst member organisations in the network

Membership of the Network

Membership of the network is open to any person or organisation that has a responsibility for supporting and recruiting volunteers in Trafford. Membership is not restricted and is open to new people wanting to attend from organisations within the third, public and private sectors.

Benefits of the Network

- Promote volunteering activities across Trafford and support recruitment of volunteers
- Encourage brokerage and sharing of good practice

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- Improve coordination and cross sector working
- Offer training against identified need for volunteer managers within organisations
- Provide an opportunity for the sharing of best practice, knowledge, skills and experience
- Problem solving and signposting for members
- Opportunity to keep updated about changes in Trafford and share information

Frequency of Meetings

- Meetings are planned to be held quarterly unless there is an upcoming event or initiative that needs more intensive time input, for example volunteers week, carers week or a collaborative bidding opportunity

Ways of Working

- Agendas for the meetings will reflect needs identified by members in previous meetings and will be circulated in advance
- There will be 'open discussion' time given at meetings to allow for issues and training needs to be raised by members
- Meetings will be arranged with a programme of training or guest speakers against identified need
- Thrive Trafford will facilitate the meetings of the Volunteer Managers Network including exploring the development of a virtual hub where information can be shared

The terms of reference for the network will be reviewed annually, therefore the next review is due in September 2014.

For more information contact:

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