

Recognising Your Volunteers

Recognising and acknowledging the efforts of volunteers is very important. Not only do volunteers deserve to be recognised for their dedication and efforts but doing so is great for morale and therefore keeping your volunteers.

This fact sheet provides a few ideas on providing recognition within your organisation as well as some contacts for formal recognition.

Every day volunteers in our community are making a difference. They are energetic and enthusiastic and do amazing things.

They deserve to have their efforts recognised and appreciated and the aim of this paper is to provide some ideas on how you can do this both internally or through more formal award processes.

ACTIVITIES YOUR ORGANISATION CAN UNDERTAKE:

- Very importantly remember to say “thank you” for a job well done.
- Provide personal references (of great value to young people seeking to add to their employability).
- Be aware of and acknowledge birthdays or special anniversaries e.g. length of service to your organisation.
- Social gatherings such as BBQ's are excellent for showing appreciation and making people feel valued and that they belong.
- Photo boards of volunteers in action are also an excellent means of reinforcing a sense of appreciation and of being part of a team.
- Highlight individuals or teams in newsletters.
- Provide letters of appreciation from boards or management committees on letterhead.
- Issue press releases to local media/suburban press on any outstanding efforts – even if this isn't published the gesture will be appreciated.
- Make an extra effort for 'special' days/weeks such as South Australia's Volunteers Day and International Volunteers Day. You could establish your own awards for these days which thank volunteers for their contribution or which recognise long service or special achievements.
- The South Australian Volunteer's Certificate of Recognition is another way in which the contribution of volunteers can be recognised. Organisations can download the certificate from the Office for Volunteers website (www.ofv.sa.gov.au) or is available from the office (Telephone: 08 8463 4490).

FORMAL RECOGNITION

There are many other more formal options available to community groups and organisations to recognise the special efforts and outstanding contributions of their volunteers. They include:

The Premier's Certificate of Appreciation for Outstanding Volunteer Service

This certificate provides recognition for volunteers who have given outstanding service to an organisation, and is signed by the Premier. These certificates can be obtained by telephoning the Office for Volunteers (08 8463 4490) and nominating the volunteer/volunteers you wish to receive this recognition.

The Premier's Award for Outstanding Community Achievement

Persons who have made an outstanding contribution during the current year or given outstanding service to the community shall be eligible for this award.

For further information contact the Australia Day Council of SA Inc., Telephone: (08) 8410 2626: or check the website: http://www.adcsa.com.au/index_State.php



**Government
of South Australia**

Office for Volunteers

National Volunteer Week – Northern Volunteering SA Inc Recognition Awards

These awards aim to recognise the value and impact of volunteering by honouring people and programmes in the northern suburbs during National Volunteer Week celebrations.

Contact Northern Volunteering SA Inc., Telephone: (08) 8250 1582.

“Achieving through Volunteering” Awards

Each year the Fleurieu Volunteer Resource Centre takes the opportunity to highlight volunteers and their efforts in the southern suburbs who make a difference in their community.

Contact the Fleurieu Volunteer Resource Centre Inc., Telephone: (08) 8384 9202

SA Great Awards

Each year SA Great, through its SA Great Awards, and its young South Australian and South Australian of the year awards, recognises and profiles South Australians who have made a significant contribution to this State.

For further information contact SA Great, Telephone (08) 8211 8111, or go to their website: www.sagreat.com.au

The Minister for Education and Children’s Services Award for Excellence in Languages and Culture

Awarded to a person who is an inspiration to their community, through their work and commitment, in regards to language and culture.

For further information contact the Australia Day Council of SA Inc., Telephone: (08) 8410 2626, or check the website: http://www.adcsa.com.au/index_State.php

Australia Day Local Government Awards

Funded by the Australia Day Council of South Australia these awards are presented to citizens, young citizens and groups who have made a noteworthy contribution in their community.

For further information contact the Australia Day Council of SA Inc., Telephone: (08) 8410 2626.

Pride of Australia Awards

Sponsored and promoted by News Limited’s Adelaide Advertiser and Sunday Times, the Pride of Australia Awards have categories that include the “True Blue Lifetime Award”; “Community Spirit Award”; “Mateship Award”; “Fair Go Award”; “Role Model Award” and “Young Aussie Award”.

For further information contact the Adelaide Advertiser, Telephone: (08) 8206 2000

Community Event of the Year

This award recognises outstanding community events that have been held in South Australia that contribute significantly to the community.

For further information contact the Australia Day Council of SA Inc., Telephone: (08) 8410 2626, or check the website: http://www.adcsa.com.au/index_State.php

Citizen of the Year

Awarded to individual citizens in recognition of their commitment to the community and outstanding service in a given field.

For further information contact the Australia Day Council of SA Inc., Telephone: (08) 8410 2626, or check the website: http://www.adcsa.com.au/index_State.php

Australian of the Year Awards

People who make other’s proud to be an Australian can be nominated for Australian of the Year in one or more of the following categories: Australian of the Year. Senior Australian of the Year, Young Australian of the Year and Local Hero.

For further information contact the National Australia Day Council, Telephone: (02) 6273 8666, or see the website: www.australianoftheyear.gov.au

Order of Australia

Since its creation in 1975, the Order of Australia has recognised 14,000 Australians for their service to Australia or to humanity. The Order of Australia is community based and anyone can nominate a fellow Australian for an award. There are four levels: Companion in the Order of Australia (AC); Officer in the Order of Australia (AO); Member in the Order of Australia (AM) and Medal of the Order of Australia (OAM).

For further information see the Honours website: http://www.itsanhonour.gov.au/about/medal_descriptions/order_of_australia.html

Australian Bravery Decorations

Acts of bravery in the Australian community happen more often than many people realise. Nominations are submitted to the Australian Bravery Decorations Council, which makes recommendations to the Governor-General for approval of awards.

For more information see the Honours website: http://www.itsanhonour.gov.au/about/medal_descriptions/bravery.html