

## New Guidance for Trustees

Your volunteer trustees may be interested in new guidance issued by the Charity Commission (England and Wales) that should be useful for those taking on or defending legal action. NCVO comments "As with other recent guidance updates, a much more restrictive tone has been struck, rather than a more balanced one." See <https://www.gov.uk/government/publications/charities-and-litigation-a-guide-for-trustees-cc38>

## Promoting new opportunities

Please make sure the Volunteer Centre is up to date about what roles you're recruiting for. Recently we've been emailing 'New Opportunities' to people who have enquired about volunteering so keep us informed in order not to miss out on this free publicity. Each new opportunity featured includes a link to the do-it website, where you can boost with your opportunities' listings with a logo and/or images. Simply email your logos and/or images and we'll add them to your listing.

## Good practice

NCVO is offering a short four-part course to introduce Volunteer Managers to some of the key knowledge and skills required. See <https://knowhownonprofit.org/studyzone/good-practice-in-volunteer-management/#> for details and cost (free to NCVO members).

## Support for volunteers

The latest release from Volunteer Solutions is 'Dealing with Difficult Behaviour', a new self-study workbook for volunteers who may sometimes struggle with clients' behaviour. The workbook is available as a download only, go to <http://volunteersolutions.org.uk/> for details and costs.

## Does your organisation work in Luton?

If your organisation works in Luton and you want to explore how to effectively manage and support volunteers in your organisation, you can sign up for a free one day course run by Voluntaryworks.

Managing and Supporting Volunteers is being held on 9th November in Luton. Go to <http://www.voluntaryworks.org/event/managing-and-supporting-volunteers> for details and to sign up.

## Social Media

I'd love to know which social media platforms you use to stay in touch with your volunteers, and which works best for you. Please get in touch and share your experiences.

## AVM Conference

There are still spaces left at the Association of Volunteer Managers (AVM) annual conference in London on 19th October. The event includes a choice of workshops and the AGM (AVM members only). See <https://volunteermanagers.org.uk/2016/09/04/2016-avm-conference-limited-places-left/> for further information and costs.

## And in other news ...

### Getting back into paid work

Your volunteers who are looking for paid work may be useful in a series of short courses Voluntary and Community Action is running for residents in Central Bedfordshire and Bedford Borough. The courses are free for those who are aged 19 years or over and unemployed / working less than 16 hours. The 'Step Into' series runs over two days each and look at job roles available, skills and qualities needed in different sectors. Other short courses include Returning to Work for the over 50s, Successful Job Applications, Interview Skills, and Returning to Work for Woman. See <http://www.voluntaryworks.org/events> for more information.

### IT for work and life

NOAH Enterprise is running this basic course designed to support people who have little or no experience using technology. The next sessions in Central Bedfordshire are in Biggleswade and run on Tuesdays and Wednesdays 9.30am – 12.30pm from 27th September. <http://www.noahenterprise.org/academy/>

### Job Vacancies

**Volunteer Services Co-ordinator** (12 months fixed term), full time – Keech, Luton. Apply at <https://www.keech.org.uk/jobs>

**Activities Co-ordinator**, 10 hrs per week approx – Transitions UK, Luton - CV and a covering letter to [harriet.tamke@transitionsuk.org](mailto:harriet.tamke@transitionsuk.org)

**Debt / Housing Advice Caseworker**, full time – Bedford Citizens Advice Bureau, see <http://www.bedfordcab.org.uk/staff-vacancies.html>

**Learning and Skills Adviser**, full time – Voluntary and Community Action. Information at <http://www.voluntaryworks.org/news>

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