

歡迎/WELCOME

HONG KONG BNO DROP-IN SESSION 30 NOVEMBER 2022

Volunteering as a route to work



Migration Yorkshire



Department for Levelling Up,
Housing & Communities



Rules for today

- We are recording this event, but participants (audience members) will not be recorded
- Cantonese interpreter is available
- Camera can be on/off, but please keep microphones off when not participating
- In-meeting chat is open for your messages in either Cantonese or English
- PowerPoint slides and recording will be available on our Hong Kong Hub but can also be requested from HK@migrationyorkshire.org.uk



What will we cover?

- How to find appropriate volunteering opportunities
- Free support and training available to volunteers
- Social, professional and personal benefits of volunteering
- How to use the skills and experience gained through volunteering on the CV and job applications
- Experience sharing – Peace



Where to start?

How to find appropriate volunteering opportunities?

- Contact your local authority (local council) for local volunteering
- Approach [local volunteering centres](#) – in person, email or phone
 - Hull – CVS vc@hull-cvs.co.uk / 01482 324474
 - Leeds – Voluntary Action Leeds volunteering@val.org.uk / 0113 244 6050
 - North Yorkshire – Community First
volunteersupport@communityfirstyorkshire.org.uk / 01904 704177
 - Sheffield – Voluntary Action Sheffield VC@vas.org.uk / 0114 253 6649
- Volunteering fairs
- Other opportunities:
 - Children's schools (parent governor), churches
 - Social media i.e. local government, [Hong Kong Hub Facebook page!](#) 😊

Where to start?

How to find appropriate volunteering opportunities?

- Volunteering is flexible around work, studies and family commitments
- It is for everyone, whatever skills
- Areas of volunteering
 - Sales, customer service
 - Sport and outdoors
 - Admin, IT, social media
 - Food
 - Finance
 - Children, young people or elderly
 - Events
 - Trustee/management committee roles

Where to start?

How to find appropriate volunteering opportunities?

- Formal application process
- Specified time commitment
- Some employers allow paid volunteering leave (mainly statutory sector)
- Applying for the role:
 - An application form including experience, general skills, contact details
 - An interview – it will be casual, discuss your goals, skills and hopes for development
 - Reference requests – can be a character reference

Support available to volunteers

Free support and training available to volunteers

- Out of pocket travel expenses are reimbursed
- Induction and a clear outline of what is expected of you
- Training and guidance on your role, including a DBS check if required
- Support or supervision from a paid member of staff, or in smaller organisations and groups, from an experienced volunteer
- Organisation's policies and procedures, including who you should talk to if you are unhappy

Benefits of volunteering

Social, professional and personal benefits of volunteering

- Improved communication – opportunity to practice formal and informal English
- Meeting local people / people with similar interests
- Experiencing different dimensions of UK culture (work and beyond)
- Learning about policies and procedures (health and safety, data protection, safeguarding etc.), jargon and abbreviations
- Gaining experience of interviews and getting UK based professional references
- Gaining transferrable skills (team working, time management)
- Volunteering covers gaps in employment history
- Boost to motivation, self-confidence and self-esteem
- Increased life satisfaction and improved mental health
- Discovering new interests, deciding on direction

Volunteering as work experience

Transferable skills and experience – e.g. working in a charity shop

Whilst you volunteer in a charity shop, you might experience till work, restocking/rotating stock in the shop, cleaning the shop and pricing items.

This is all valuable experience you can use in your CV/job application even if you don't want a job in retail.



Volunteering as work experience

Experience and skills employers ask for and how you can prove you have these:

- **Organisation & planning**– ability to run the till, help customers, and organise stock. This shows that you are highly organised
- **Ability to prioritise workload** – when working in the shop, you can prioritise in order what is most important and needs doing immediately and what can wait. For e.g. if you are stocking shelves and a customer is at the till then you will attend to the customer.
- Please demonstrate when you have been **reliable and trustworthy** – Working on the till and having access to money is a trustworthy role and means you are reliable. You might have to help open and close the shop on time also.



Volunteering as work experience

Experience and skills employers ask for and how you can prove you have these:

- **Leadership skills** – you may have managed a group of people, either organise an activity, day out or event. This shows you have leadership skills and was able to manage it successfully
- **Problem solving** – you could give an example of an issue that help solve. For example, if you run out money for something and how you came up imaginative ways of solving the issue or made better use of what you already had.
- **Communication & interpersonal skills** – you can communicate with people at all levels and backgrounds from managers to cleaners
- **Relationship building** – you might have organised a coffee morning/lunch to get to know your team mates better



Volunteering as work experience

Experience and skills employers ask for and how you can prove you have these:

- **Working as a team player and on your own** – you can say you are able to work on your own and as part of a team.
- **Mentoring skills & training others** – you might have supported new volunteers into the role, this could be teaching simple things and even more complicated things
- **Time management** – getting to your volunteering role on time and making the best use of time whilst you are there. For example, making sure everything is ready for the day ahead or the day after,
- **Conflict resolution** – customer returning items

Volunteering as work experience

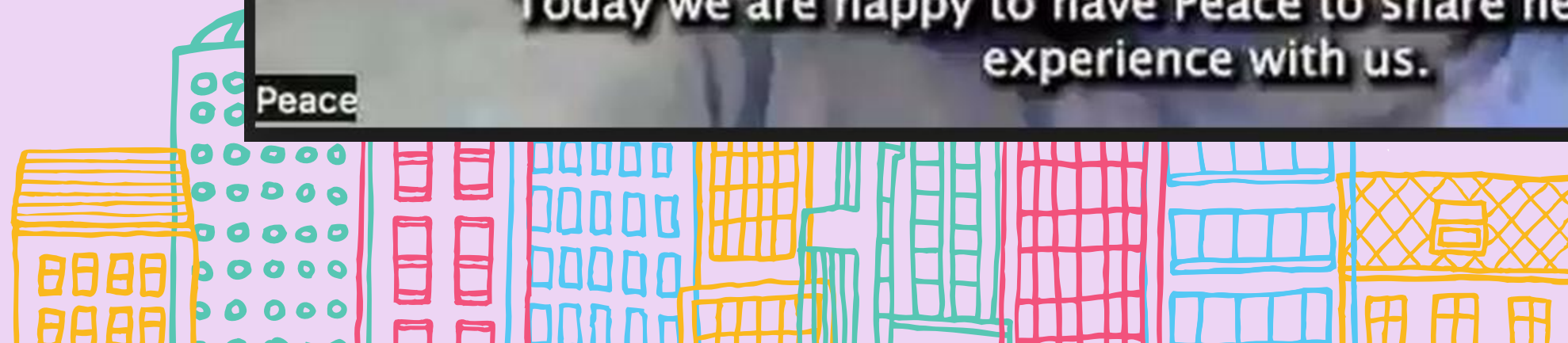
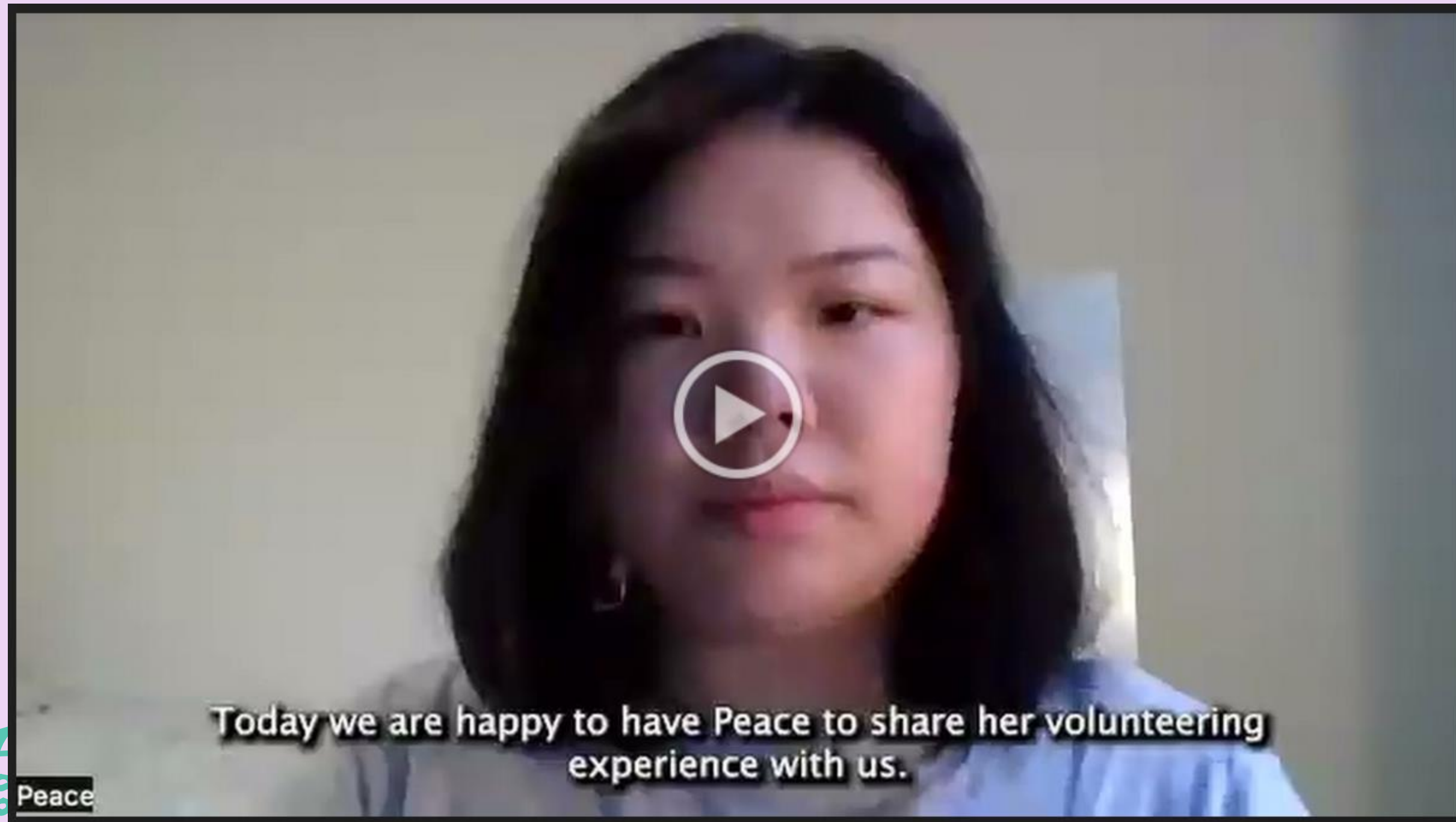
Example:

<https://www.reed.co.uk/jobs/administration-assistant/48928677?source=searchResults&filter=%2fjobs%2fadministration-assistant-jobs-in-leeds>

When applying you can show that, by volunteering in a charity shop, you have experience of organisational and time management skills, are able to develop relationships with colleagues, customers and suppliers, and good communication skills.

You can also use the experience of the UK as an example showing that you can adapt easily and quickly to new surroundings.

Experience sharing – Peace



Next drop-in session

Wednesday 14 December 2022, 12:00 – 13:30

Post-16 education options

Follow us on Facebook @HKHubYH



Migration Yorkshire



Migration Yorkshire

多謝你花時間畀我哋/Thank you!

