

Minutes of the VACE Committee Meeting

Wednesday 2nd May 2018

Guild Volunteering

Medaavi opened the meeting at 2:02pm

1. Acknowledgement of Country

Medaavi acknowledged the Whadjuk Noongar People as the original custodians of these lands and water, and paid our respects to Elders past, present and future.

2. Welcome, Apologies & Proxies

- a. **Present:** Medaavi Gopaul (Chair), Lana Robinson, Candice Marsden, Sabrina Nur Binti Babe Azaman
- b. **Apologies:** Adhish Kastha, Megan Lee, Zxeng-Lindt See

3. Approval of Previous Minutes

The minutes of the previous meeting were accepted as a true and accurate record of the meeting's proceedings.

4. Business Arising from Previous Minutes

4.1. Ideas to promote GV

Lana mentioned that GV had taken on board Joey's idea of creating a GV promotional video. Lana has spoken to Danielle and the Engagement team and work has commenced on filming. Candice also talked about some of the volunteering blogs she has been writing for Guild Weekly's and Guild website.

Lana also discussed some of the opportunities and events which GV have attended to help promote itself. Medaavi asked if GV could provide dates of upcoming promotional events to VACE members. Lana continued to encourage students to submit any ideas for marketing/promotion.

ACTION: Everyone to continue to submit marketing/ promotion ideas as and when they arise

ACTION: GV to include key dates for promotional events in VACE minutes

4.2. National Volunteer Week 2018

Lana and Candice discussed the schedule for National Volunteer Week (NVW), commencing Monday 21st May, and asked for comments/feedback. Sabrina suggested that some sort of speed-friending or quiz / quest activity could be included in the Volunteer Fair. Candice also mentioned that GV will be promoting NVW and the schedule of events heavily over the next few weeks through a range of platforms. Volunteers will also be recruited to help out throughout the week. VACE members are encouraged to help out and promote the events as well.

The schedule for the week is as follows:

- Monday 21st May
 - Micro Volunteering Session
 - Q&A Panel Discussion – 'Where your volunteering journey can take you', including an information session and resume writing workshop
- Tuesday 22nd May
 - Volunteer Fair – featuring stalls/booths hosted by UWA guild-affiliated clubs and not-for-profit VIOs showcasing their volunteer opportunities for students. It will also include food, music and games and a speed-friending activity.
- Wednesday 23rd May

- Matilda Bay Clean Up event (in collaboration with Guild Environment Dept.)
- Thursday 24th May
 - Rose Wrapping with Cystic Fibrosis Foundation day trip
- Friday 25th May
 - Cystic Fibrosis stall in Guild Village
- Saturday 26th May
 - Tulip Planting at Araluen day trip

ACTION: Lana / Candice to advertise and promote NVW and recruit volunteers

ACTION: Everyone to promote NVW and help volunteer if possible

5. Volunteer Peer Guides for O-Week

Sabrina discussed whether it would be possible for Guild Volunteering to be included in UWA's UniMentor program. Lana and Candice confirmed that Uni Mentor do include 'Guild' and that their tours stop by Guild but did not know the extent to which Guild Volunteering was specifically mentioned. This then led to further discussion about how GV can further promote itself and how to target residential colleges. Medaavi and Sabrina also suggested ideas about how student volunteers could get to know each other before volunteering together for a GV day trip or program. There was also discussion about ways in which GV could host some informal networking sessions for student volunteers.

ACTION: Lana to confirm exactly what information about Guild Volunteering is included in the UniMentor program.

ACTION: Lana / Candice to identify a networking event for Semester 2.

6. Other Business

6.1. Next Meeting

Next meeting will be on Wednesday 30th May at 2pm.

However, a new doodle poll will be distributed to identify a suitable time for meetings during Semester 2.

6.2. Upcoming promo events GV will be attending:

Taylor's College UWA Showcase- Tuesday 8th May

UWA Course Information Evening – Wednesday 9th May

Psych Society Volunteer Fair- Friday 18th May

ACTION: Medaavi to distribute new Doodle poll in Semester break to identify appropriate meeting times for Semester 2.