



Vinnies



St Vincent de Paul Society
good works

How to organise students to volunteer at Vinnies Shops

- Step 1:** Contact the Volunteer Hotline on 1300 736 933 and speak to the Volunteer Recruitment Coordinator. They will ask for details such as how many students and where you are located
- Step 2:** The Volunteer Recruitment Coordinator will take your details and source a suitable placement based on availability.
- Step 3:** The Store Manager of the available shop will make contact with you to discuss placement dates etc. This is the best point to discuss any paperwork that needs to be filled in and/or provided.
- Step 4:** Your students start volunteering at Vinnies!

Questions:

⑩ **What will the students be doing at the Vinnies Shop?**

Sorting, bagging, hanging and store presentation, pricing of bric-a-brac and much more. What needs to be done depends on the requirements at the time of the shop. At this stage students won't be permitted to working behind the register.

⑩ **How many students can volunteer in the Vinnies Shop at one time?**

A Vinnies Shop can have 2-3 students involved in volunteering at one time or as agreed to by the Store Manager. If the numbers are too great, the Store Managers may find it difficult to provide supervision for the students and attendances may need to be staggered.

⑩ **At what age can students start volunteering?**

Our Vinnies Shops can accept students starting from the age of 14 years old as long as they are volunteering via the school and are supervised by a teacher. This allows students to fulfil community service projects and Duke of Edinburgh Award scheme.

⑩ **My students really enjoyed their Vinnies Shop experience, can they continue volunteering on a regular basis after school or on the weekend?**

Yes, as long as the students are over 15 and it is agreed with the Store Manager that there are available shifts and the students are suitable. Vinnies Shops are generally open 9:00am to 5:00pm weekdays, with weekend hours varying from shop to shop.

⑩ **Do you have insurance?**

Yes, St Vincent de Paul has an insurance policy which covers personal accident and public liability to the sum of \$20m. Our insurance policy kicks in when kids turn 15 years old so when students volunteer via a school, they are covered by the schools insurance policy. This is why if students want to volunteer after school or on the weekends, they need to be 15 or over.

⑩ **Can we expect to volunteer at the same Vinnies Shop and at the same time each year?**

No, each time you want to get students involved you will need to discuss availability with the Store Manager or the Volunteer Recruitment Coordinator.

If you have any further questions or wish to discuss a volunteer opportunity for your students, please contact the Volunteer Recruitment Coordinator at the St Vincent de Paul Society Head Office on 1300 736 933 or email volunteer@svdp-vic.org.au