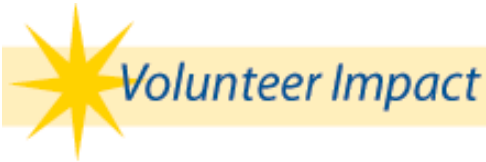


United Way of Goodhue, Wabasha, and Pierce Counties, Goodhue County Law Enforcement Center, Volunteers United and the Minnesota Association for Volunteer Administration (MAVA) present....



Leadership Training Series

Certificate in Volunteer Leadership

Original curriculum by Betty Stallings, adapted by MAVA

- Earn your Certificate in Volunteer Leadership by completing an 8-topic training series in two days.
- Gain a way to demonstrate your expertise and professionalism to employers, peers and the community.
- If you are new to the field or are looking for rejuvenation in your career, please join us!

Register today!

June 10th and 17th, 2009
8:30 a.m. to 4:30 p.m. - Lunch is included

Location:
Goodhue County LEC
430 West 6th St
Red Wing, MN 55066



The series is facilitated by seasoned practitioners in the field of volunteer leadership.

- Katie Bull, Member Services Associate, MAVA
- Patricia McCleese, Volunteer Manager, Rochester Area Habitat for Humanity
- Jean Andries, Volunteer Director, Augustana Heath Care Center
- Sandra Burke, Executive Director, Winona Volunteer Services
- Mary Quirk, Volunteer Resources Leadership Project Manager, MAVA
- Sally Davis, President-Elect, Saint Mary's Hospital Auxiliary Volunteers/Mayo Clinic

Wednesday, June 10th, 8:30 am- 4:30 pm

- **Capturing Volunteer Motivation and Conducting Effective Interviews**
Understanding why people volunteer—and then learning how to tailor your interaction and your volunteer opportunities to embrace and support these motivational differences, is the focus of this module. You'll also learn a basic process and skills necessary to screen volunteers to quickly and effectively determine their volunteer motivation.
- **Planning for Retention**
Recruiting and training volunteers can be time-consuming. Learn what you can do as an organization related to planning and organizational development that will increase your ability to retain volunteers, including how to design top-notch volunteer position descriptions.
- **Recruiting Volunteers**
This module helps your organization describe and identify the kind of people who will be the right volunteers for you—and then develop ways to effectively reach potential volunteers with a compelling message.
- **Managing Risk**
This module explores how to identify, evaluate and manage risk as it relates to your volunteer program, from liability incidents to emergency situations. Learn how to diminish risks using preventive strategies and techniques, and what kinds of policies and procedures should be communicated to your volunteers to manage risk factors.

Wednesday, June 17th, 8:30 am- 4:30 pm

- **Supervising Volunteers**
Effective volunteer efforts depend on effective direction and positive, constructive, timely supervision. Learn what it takes to be a successful volunteer supervisor, and what your organization can do to support this key process.
- **Positioning Your Volunteer Program for Success**
Developing a successful volunteer program that contributes to your overall organization depends on a solid internal process and interaction with key management and staff. Learn how to “vision” your ideal volunteer program and build the internal relationships you need to make sure your volunteer program supports your organizational goals, and is supported by your organization.
- **Singing Your Praises...Measuring Your Impact**
In this module, you'll learn the conceptual framework and tools to help evaluate and track the impact of your volunteer program.
- **Recognizing Volunteers**
Regardless of their motivation for volunteering, all volunteers need and deserve recognition and appreciation for their efforts. This module will explore formal and informal forms of volunteer recognition and essential guidelines to make sure your efforts are on track.

Cost:

- Both days. Full Certificate series (8 sessions):
 \$120 MAVA members* \$180 non-members
- One day only : \$76 MAVA members, \$128 non-members
- Scholarships available. Contact MAVA at 651-255-0469 or e-mail office@mavanetwork.org.

*** Join MAVA today and register at the member/affiliate rate**

For any questions, please contact the MAVA office at (651) 255-0469, or visit the MAVA website at www.MAVAnetwork.org.

Directions will be provided with registration confirmation.

Registration - Volunteer Impact Leadership Training Series – Red Wing

Please complete one form for each participant.

I will attend:

- ___ June 10, 2009 – 8:30 a.m. to 4:30 p.m.
- ___ June 17, 2009 – 8:30 a.m. to 4:30 p.m.
- ___ Both sessions
- ___ I would like to join MAVA – see membership rates below

Check Enclosed: \$ _____

Name: _____

Job title: _____

Organization: _____

Address: _____

City: _____ State: _____ Zip Code: _____

E-Mail Address: _____ Phone _____

I am a: MAVA Member ___ Non-member ___

I would like a vegetarian lunch ___ yes ___ no

___ YES! I would like to become a MAVA Member and attend at the member rate

- ___ \$50 Individual Membership
- ___ \$35 Individual (Part-time, Retired, or Student)
- ___ \$100 Organizational Membership (1 to 3 staff)
- ___ \$200 Organizational Membership (4 to 7 staff)
- ___ \$350 Organizational Membership (8 to 11 staff)
- ___ \$500 Organizational Membership (12 to 20 staff)
- ___ Negotiable Organizational Membership (21+ staff)

If you would like to learn more about the benefits of a MAVA membership, visit www.mavanetwork.org.

*Registration Deadline: One week before workshop. Sign up early as space may fill.
Mail registrations to MAVA, 1800 White Bear Ave. North, Maplewood, MN 55109*