


**All Public Partners Volunteer Implementation Proposals – Short-Term Actions**

Objective	Specific Action
<b>Raise awareness of volunteering, through our public service organisations, across Brighton &amp; Hove</b>	
<ul style="list-style-type: none"> <li>Including referencing the 'Power of Volunteering' straplines across member organisations to create a sense of awareness and cohesion</li> </ul>	<p><u>University of Brighton</u></p> <ul style="list-style-type: none"> <li>Have a page on the Active Student area of the website with information about 'The Power of Volunteering' and the 5 pledges we have signed up to</li> <li>Integrate the pledges into communications throughout the year</li> </ul> <p><u>NHS CCG</u></p> <ul style="list-style-type: none"> <li>Review whether we are able to add footer to emails across the organisation , and other opportunities for referencing the Power of Volunteering</li> </ul> <p><u>Brighton &amp; Sussex University Hospitals NHS Trust</u></p> <ul style="list-style-type: none"> <li>Plan in development to use the Trust's mainstream communications with patients to promote volunteering opportunities. This is coalescing around a tag line – in a healthcare setting it may be more appropriate to emphasise eg. care, compassion, community vs 'power'. But we fully support the idea of raising awareness (and using existing networks</li> </ul>

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<ul style="list-style-type: none"> <li>Maintaining the volunteering agenda at governance level</li> </ul>	<p><u>NHS CCG</u></p> <ul style="list-style-type: none"> <li>Ensure regular agenda item on the Participation and Communication Assurance committee (PARC) – a Governing Body committee</li> <li>Reference the Power of Volunteering at locality meeting (pan city GP meeting)</li> <li>Ensure all Governing Body members are aware of and have a copy of the Power of Volunteering.</li> <li>Review possibility of having a short session on Power of Volunteering at a Governing Body informal seminar</li> </ul> <p><u>Brighton &amp; Sussex University Hospitals NHS Trust</u></p> <ul style="list-style-type: none"> <li>We have a Trust-wide project underway to enhance volunteer contributions to patient care (ie. number of volunteers, hours volunteered, length of service, scope of role, engagement/satisfaction). This therefore has visibility through Trust governance structures, as part of a wider Workforce &amp; Leadership Programme, up to Board of Directors level.</li> </ul>
<p><b>Increase the number of people committing to volunteer from all communities</b></p>	

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<ul style="list-style-type: none"> <li>Improved presence of opportunities on intranets and public facing websites</li> </ul>	<p><u>University of Brighton</u></p> <ul style="list-style-type: none"> <li>Have publicised opportunities to mentor with Girls Network and be a school governor. Both opportunities generated over 50 responses from staff.</li> <li>Post more staff volunteering opportunities on intranet, Twitter and Facebook. Include case studies with numbers engaged</li> <li>Publicise pop up stands to staff and students when organisations are recruiting volunteers on campus. There have been 4</li> <li>Highlight link to Power of Volunteering page on Active Student webpages</li> </ul> <p><u>NHS CCG</u></p> <ul style="list-style-type: none"> <li>Review how we offer opportunities for volunteers on our web pages in the context of being involved in our work (e.g. PPGs)</li> <li>Promote city wide volunteering opportunities in the CCG staff bulletin</li> <li>Ensure that PPG work is reported on in our Primary Care Newsletter &amp; Locality meeting (all GP practices)</li> </ul> <p><u>Brighton &amp; Sussex University Hospitals NHS Trust</u></p> <ul style="list-style-type: none"> <li>Volunteering opportunities are publicised through the Trust’s internal and external-facing websites.</li> <li>Further communications activities are in development to publicise the website among prospective volunteers (and those who know potential volunteers).</li> <li>A targeted mailshot (email) to the Trust’s database of local community groups recently proved of limited success. Other strategies (eg. personal contact, drawing on existing networks) are in development.</li> </ul>

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<ul style="list-style-type: none"> <li>Benchmark how many current volunteers we each have</li> </ul>	<p><u>University of Brighton</u></p> <ul style="list-style-type: none"> <li>Keep stats throughout the year on numbers of student volunteers, staff volunteers and report back annually.</li> </ul> <p><u>NHS CCG</u></p> <ul style="list-style-type: none"> <li>Instruct Community Works to audit PPGs in March 2017 as part of their PPG support contract, to ascertain numbers of volunteers</li> <li>Audit the CCG to establish other volunteer roles and numbers involved (e.g. lay people on clinical committees)</li> </ul> <p><u>Brighton and Sussex University Hospitals NHS Trust</u></p> <ul style="list-style-type: none"> <li>Currently c. 440 volunteers (incl. recent intake of student volunteers) across all Trust sites.</li> </ul>
<ul style="list-style-type: none"> <li>Make the best use of the networks that already exist</li> </ul>	<p><u>University of Brighton</u></p> <ul style="list-style-type: none"> <li>Volunteer Manager attends Volunteering Implementation Group, chairs the Volunteering Champions Group and attends the Volunteer Co-ordinators Forum (VCF). At the last VCF delivered workshop on Impact measuring volunteering programmes.</li> </ul> <p><u>NHS CCG</u></p> <ul style="list-style-type: none"> <li>Ensure CCG volunteer opportunities are publicised through existing contacts and CVS networks</li> <li>Ensure external volunteering opportunities are shared internally and through external networks</li> </ul> <p><u>Brighton and Sussex University Hospitals NHS Trust</u></p> <ul style="list-style-type: none"> <li>The recruitment/communications campaign will target people (patients/service users, staff, current volunteers) with an existing link to the Trust.</li> </ul>

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<ul style="list-style-type: none"> <li>Share information on the benefits for volunteers</li> </ul>	<p><a href="#">University of Brighton</a></p> <ul style="list-style-type: none"> <li>Distributed Volunteer Impact Analysis to members of the VIG</li> <li>Continue to give bookmarks to students detailing the benefits of volunteering</li> <li>Information detailing benefits of volunteering already exists on webpages – this needs to be linked to the Pledges</li> <li>Give workshops on ‘Make Your Experience Count’. This involves identifying skills, showing them off and evidencing them. Grow this across the campuses</li> </ul> <p><a href="#">NHS CCG</a></p> <ul style="list-style-type: none"> <li>Ensure that benefits of volunteering are shared with the CCG staff and membership via the Power of Volunteering</li> </ul> <p><a href="#">Brighton and Sussex University Hospitals NHS Trust</a></p> <ul style="list-style-type: none"> <li>Share the literature search undertaken for us by Tom Roper (Clinical Librarian, Brighton and Sussex NHS Library &amp; Knowledge Service).</li> </ul> <p><a href="https://www.bsuh.nhs.uk/work-and-learn/library-services/">https://www.bsuh.nhs.uk/work-and-learn/library-services/</a></p> <div style="text-align: center;">  <p>Evidence search report - Volunteers in</p> </div>
<p><b>Enhance recognition of the value that volunteers bring to the city</b></p>	

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<ul style="list-style-type: none"> <li>Ensure that the voice of volunteers is heard within organisations and that their skills and experience are recognised</li> </ul>	<p><u>University of Brighton</u></p> <ul style="list-style-type: none"> <li>Promote and celebrate Student Volunteering Week which takes place in February</li> <li>A Volunteer Impact Analysis was conducted earlier this year. Volunteers' voice was central to this.</li> <li>Volunteers and volunteer involving organisations are contacted for feedback via forms. Informal feedback is captured and is signed off by managers.</li> <li>For volunteer programmes led by Careers, there is a mid-point review where volunteers are asked what they would like to keep, stop and start doing. External volunteers are invited to a celebration event hosted by Deputy Vice Chancellor.</li> </ul> <p><u>NHS CCG</u></p> <ul style="list-style-type: none"> <li>Continue to raise the profile of PPGS within the CCG</li> <li>Work to ensure that the role of PPG representative on our PARC committee is meaningful, and supports the PPG voice to reach the Governing Body</li> <li>Hold an annual PPG event to celebrate the PPG work and thank volunteers for their contribution</li> <li>Do a skills audit of the current PPG Network membership</li> </ul> <p><u>Brighton and Sussex University Hospitals NHS Trust</u></p> <ul style="list-style-type: none"> <li>Currently working with Trust Communications Team to promote volunteers/volunteering through corporate communications.</li> <li>The Trust also runs a number of 'celebration' events for its volunteers each year to recognise contribution</li> </ul>

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<ul style="list-style-type: none"> <li>Match volunteers to roles that they can add the most value to and get the most out of personally</li> </ul>	<p><a href="#">University of Brighton</a></p> <ul style="list-style-type: none"> <li>Review recruitment process annually</li> <li>Conduct Volunteer Impact Analysis every 2 years</li> </ul> <p><a href="#">NHS CCG</a></p> <ul style="list-style-type: none"> <li>Build our Community Ambassador programme, which will include supporting and training volunteers to be involved in specialist areas of the CCG e.g. finance, planning)</li> </ul> <p><a href="#">Brighton and Sussex University Hospitals NHS Trust</a></p> <ul style="list-style-type: none"> <li>The Trust’s existing volunteer recruitment and selection process does this.</li> </ul>
<p><b>Improve accessibility of volunteering opportunities</b></p>	
	<p><a href="#">University of Brighton</a></p> <ul style="list-style-type: none"> <li>Re-assess webpages and all promotion and publicity for inclusion and diversity. Ensure language is accessible and photos reflect key groups of students</li> </ul>
<p><b>Promote good practice in working with volunteers, including adequately resourcing volunteer management and support.</b></p>	
<ul style="list-style-type: none"> <li>Sharing of policy documents and good practice to improve standards</li> </ul>	<p><a href="#">University of Brighton</a></p> <ul style="list-style-type: none"> <li>Shared Volunteer recruitment pack with City College, distributed Volunteer Impact Analysis. Discussed Staff volunteering policy.</li> <li>Once revised staff volunteering policy is agreed, will share with group</li> </ul> <p><a href="#">Brighton and Sussex University Hospitals NHS Trust</a></p> <ul style="list-style-type: none"> <li>Done through the VIG</li> </ul>

