

Volunteers: your questions answered - 2

This series of information sheets has been developed to help you recruit, train and retain volunteers, both disabled and able-bodied, to support sailing programmes which include disabled people. To safeguard yourself and your volunteers, please ensure that you also read the series entitled **Volunteers - essential information**, available from www.rya.org.uk/AboutRYA/RYSailability/Bestpracticemanual.htm

What do you need volunteers for?

You can begin to answer this crucial question by doing an audit of your club and the jobs that need doing - there is a simple form on the next page. Here are some suggestions of roles your volunteers might take on:

- Sailing Instructor/Coach
- Fundraiser
- Theory course instructor
- Information
- Induction training
- Public relations
- Leader
- Moving and transferring
- Race officer/race committee
- Rigging boats
- Food and drink
- Events organisation
- British Sign Language Interpreter
- Administration/membership
- Marketing
- Transport
- Volunteer co-ordination
- First aid
- Shore help
- Driving and crewing safety boat
- Boat maintenance
- Launching boats

Many disabled people have acquired strategic skills and knowledge about problem solving and overcoming barriers that can be applied to a variety of circumstances. Once you have decided what roles must be filled, when they are needed and what skills would be required, you will be ready to get creative! Your volunteers will not always match your job descriptions perfectly, so:

- Can you divide roles into smaller units to reduce the amount of time people have to commit?
- Can you help volunteers to acquire the necessary skills through training?
- Can you find ways for disabled volunteers to act as role models to your users and so overcome potential barriers to disabled people who may wish to join your club?
- Can you consider dual roles?
- Can you identify specific roles for disabled people?
- Are some roles best filled by disabled people?

Bear in mind that organisations who are seen to be putting equality for disabled people into practice can benefit from an enhanced reputation generally, which can mean that they become 'the place to be' for many more people, disabled and non-disabled alike.

NB Audit sheet needs to be redesigned to include:

<i>Audit general</i>	<i>Audit disability specific</i>
<i>How many?</i>	<i>Delivery role</i>
<i>To do what?</i>	<i>Support role</i>
<i>When?</i>	<i>Care giver</i>
<i>For how long?</i>	
<i>Skills required?</i>	