



Portfolios for Volunteer Advocacy Workers

AdvoCard has developed a portfolio system to monitor the work and personal development of each volunteer advocacy worker.

In addition to a basic contact information sheet, a number of sheets are kept:

Volunteer Availability Sheet

Support Meetings Attended Sheet

Training / Support Needs Identified Sheet

Training Attended Sheet

Areas of Sort Term Advocacy Work Experienced Sheet

Support Needs Profile

The Emergency Contact Sheet is also stored in the Portfolio.

You can see from the type of information being kept that the portfolio is kept in the interest of volunteers to keep track of the work they are doing for the project and for their personal development.

The portfolio is viewed by the project as belonging to the volunteer advocacy worker. It may be used to demonstrate the nature and extent of that volunteer's commitment to AdvoCard for the purpose of other volunteering, employment and gaining access to a course. A Volunteer is welcome to take their portfolio with them when (and if) they leave the project.