



5.0 – Human Resources

5.11 Volunteer Resources

5.11.6 Volunteer Training – Continuing Education

1.0 Preamble

Vancouver Island Health Authority strives to ensure volunteers are welcomed and treated as valued and integral members of the organization's human resources. As a healthy organization, we need to encourage volunteers to grow; as such, they must be given support and encouragement to become involved and to contribute in new ways beyond their initial assignments. Providing optional educational opportunities to volunteers not only demonstrates their value to our organization, but also serves to recognize their contributions.

2.0 Policy

1. Volunteers will be offered and encouraged to attend ongoing training opportunities to upgrade their skills, knowledge and abilities and to learn of changes in the organization.
2. Where there are course fees, courses sponsored by VIHA will be offered to all volunteers at staff prices.
3. Any educational courses offered by VIHA may be made available to volunteers if there are adequate resources or insufficient staff to fill vacancies. However, staff requiring the course for their position will have preference for available spaces.
4. Education opportunities may be provided via:
 - Courses
 - Newsletters
 - Loaning of books, pamphlets and other written material
 - Workshops
 - Videos
5. Records will be kept of volunteer's participation in educational opportunities.