

**UOWx Recognition for Community Volunteering – Verification Form**

<b>ORGANISATION INFORMATION</b>		
<b>1. Name of organisation</b>		
<b>2. Our organisation is:</b>		
<input type="checkbox"/> Registered with the Australian Charities and Non-for-profits Commission <input type="checkbox"/> A School <input type="checkbox"/> A State Government Agency <input type="checkbox"/> Other; please provide more information:		
<b>3. Our organisation has the following policies/insurances accessible:</b>		
<input type="checkbox"/> Bullying Prevention Policy <input type="checkbox"/> Sexual Harassment Prevention Policy <input type="checkbox"/> Staff Code of Conduct <input type="checkbox"/> Privacy Policy <input type="checkbox"/> Volunteering Complaints Procedure <input type="checkbox"/> Public Liability/Personal Accident Insurance <input type="checkbox"/> Working with Children Policy (if appropriate)		
<b>4. Our organisation:</b>		
<input type="checkbox"/> Has a formalised volunteering program in place (with information for recruitment, job description etc. available on their website) <input type="checkbox"/> Complies with the Fair Work Act 2009 <input type="checkbox"/> Has no history of any misconduct pertaining to the engagement of volunteers		
<b>STUDENT INFORMATION</b>		
<b>UOW Student Number:</b>	<b>First Name:</b>	<b>Last Name:</b>
<b>1. Title of Volunteering Role</b>		
<b>2. Description of Volunteering Activity</b>		
<b>3. Training Provided to Volunteers:</b>		
Yes / No: _____		
<b>4. Volunteering Period (dates)</b>		
<b>5. Commitment from student volunteer</b> (i.e. total number of hours the student committed to the role over the volunteering period):		

**6. Select the learning streams that you feel best fits the volunteering activity (minimum of 2):**

- Community & Social Change  
*“Develops a sense of belonging to the University and the community and has undertaken a role within a club or program that actively contributes to the advancement of UOW or the local community.”*
- Innovation & Creativity  
*“Develop and demonstrate the ability to think critically, analytically, conceptually, creatively or strategically to create ideas to solve problems.”*
- Collaboration & Communication  
*“Development of effective communication skills in a team environment. Successfully engages with stakeholders directly involved or external to the event or activity.”*
- Global & Cultural Awareness  
*“Develops intercultural awareness by working appropriately in cross-cultural settings and contributing to the delivery of successful event or activity.”*
- Leadership  
*“Contributes to the delivery of an event or activity individually or as part of a team that has a specific outcome or impact”*
- Mentoring & Wellbeing  
*“Contribution positively impacts learning of self and/or others”*

**7. As a supervisor of this student, I verify that:**

- the student has undertaken training/induction as per the requirements of our organisation’s volunteer program.
- the student volunteered and was not remunerated for their involvement
- the student complied with the organisations policies and vision whilst engaged as a volunteer

Supervisor Name	Supervisor Signature