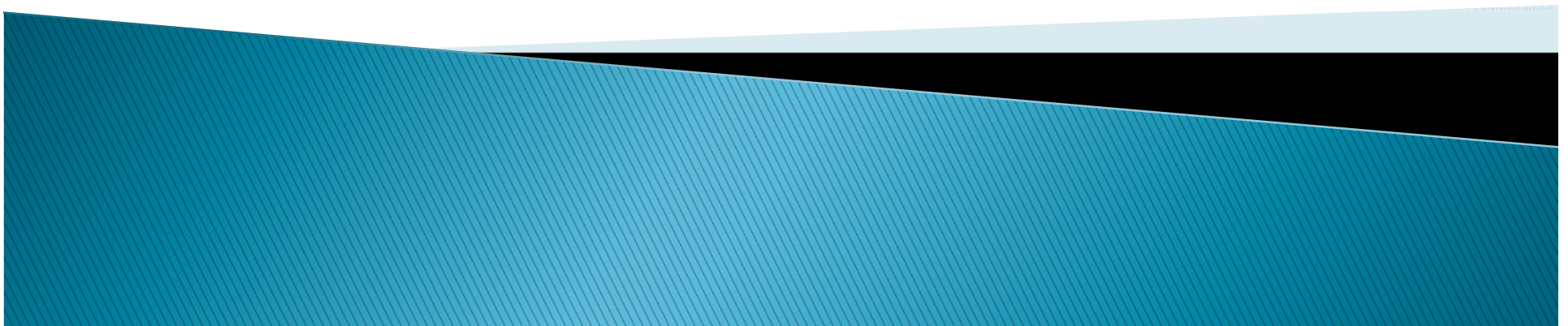


Develop and maintain your skills

Volunteering as professional development



Introduction

Lisa Goodlet

- ▶ committee chair, volunteer management committee for EAC
- ▶ branch membership and newsletter chair for EAC
- ▶ conference 2012 speaker coordinator for EAC
- ▶ Girl Guide leader
- ▶ Humane Society foster parent

Gael Spivak

- ▶ director, volunteer relations for EAC
- ▶ governance taskforce for EAC
- ▶ conference 2012 co-chair for EAC
- ▶ branch membership chair
- ▶ webmaster and writer/editor for Not Just Tourists – Ottawa

How Volunteering Can Help You

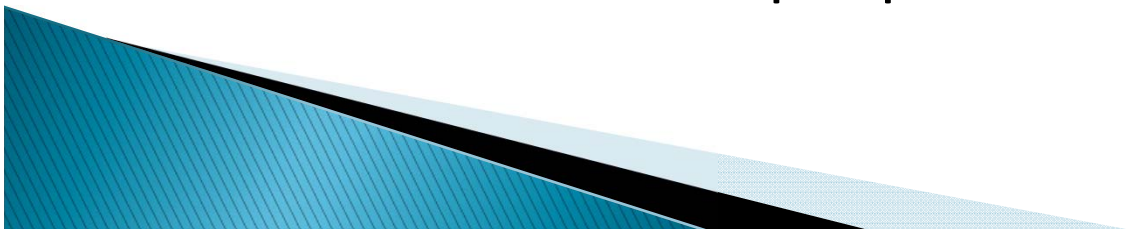
- ▶ It's a good way to get training.
- ▶ Consider the 70/20/10 formula for learning:
 - **70%** comes from real life and on-the-job experiences, tasks and problem solving.
 - **20%** comes from feedback and from observing and working with role models.
 - **10%** comes from formal training.

Source: www.princeton.edu/hr/learning/philosophy/



How Volunteering Can Help You

- ▶ So it's professional development, like taking a course. You don't pay for it in money; you pay in time.
- ▶ It allows you to try something new or risky without the fear or threat of being fired.
- ▶ You get a strong sense of teamwork: everyone's there because they want to be.
- ▶ For freelancers who work from home, it's a chance to connect with other people face-to-face.



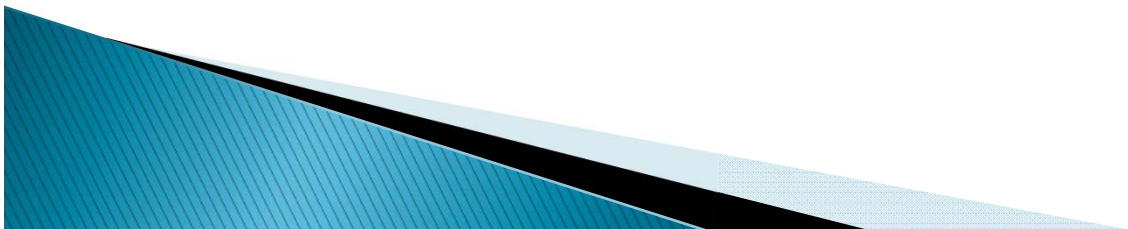
How Volunteering Can Help You

- ▶ You will be more valuable to clients if you have some project experience and some team work experience.
- ▶ You will also be more valuable if you know more about communications.



How Volunteering Can Help You

- ▶ You learn strong negotiation skills that employers will value; they will recognize that it can be harder to work with people and accomplish things when you're volunteering.
- ▶ HR consultant: do not separate your paid work from your volunteer work on LinkedIn or in your CV (experience is experience).



How We Did It: Gael

- ▶ I learned about marketing and communications by doing conference communications.
- ▶ I'm getting experience I can't get at work, at my level.
- ▶ My director at work has noticed other skills that are being developed through my volunteer work: coordination, strategic planning, policy development.
- ▶ A friend got an editing job in government that she would not have gotten based on her work experience; she got it due to EAC volunteer work.



How We Did It : Lisa

- ▶ As NCR membership chair and the 2012 conference speaker coordinator, I made lots of valuable contacts and connections I couldn't otherwise have made.
- ▶ I gained valuable project management skills I couldn't have gotten at work at my current job.
- ▶ I have used volunteering to see if I would be a good fit for a certain type of work.
- ▶ As a student, I got my first office experience through volunteering, which enabled me to get higher-paying summer jobs than I could otherwise have gotten.



How You Can Do It

Approach it strategically

- ▶ *Do you want to get better at something you know how to do, or learn something different?* You need to know what you're after before you can plan how to get it.
- ▶ *Is there a specific skill set you're looking to gain or improve (e.g., indexing, medical editing)?* Find out about organizations that deal with these areas and see if they could use some help.
- ▶ *Do you want to do something at the branch level or nationally?* Volunteering at the national level can give you input into how an organization is run.



How You Can Do It

Approach it consciously

- ▶ *How much time do you want to spend?* Don't over-commit yourself! Remember, volunteering doesn't pay the bills.
- ▶ *Do you want it to be a project or a one-off?* You will earn more by working on a project but you may not have time for that.
- ▶ *Are you interested in the opportunity?* Just because the opportunity is there doesn't mean you have to take it.



How You Can Do It

Approach it creatively

- ▶ *What are the secondary benefits of the volunteer opportunity?* It's not just about experience to put on your CV. You could also be making valuable contacts, making yourself feel good by helping others, or simply enjoying seeing other people face-to-face.
- ▶ *Do you want to use your editing skills or branch out into other areas?* You can learn something from every opportunity, and it may not be what you think you'll learn.

How to Learn More

- ▶ Contact Gael via EAC
- ▶ Contact the national office
 - info@editors.ca
 - 1-866-226-3348
- ▶ Non-EAC opportunities: contact your local volunteer organization

