



Resource Center of Hawaii

PROSPECTUS

VOLUNTEER RESOURCE CENTER OF HAWAII CERTIFICATE IN VOLUNTEER MANAGEMENT – HAWAII CVM-III (2010)

**Applications Now Accepted For:
Class of 2010**

**Application Deadline:
February 5, 2010
(Postmark no later than this date.)**

Contact:

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In Collaboration with:

University of Hawaii – Windward/Kapiolani Community Colleges
University of Hawaii at Manoa Myron B. Thompson School of Social Work
University of Hawaii at Manoa College of Tropical Agriculture and Human
Resources – Family Community Leadership Program

VRCH Appreciates the Support of:

McKinley Community School for Adults (MCSA)
Network of Volunteer Leaders (NOVL)
Nā Lei Aloha Foundation (NLAF)



UH - Kapiolani Community College
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CERTIFICATE IN VOLUNTEER MANAGEMENT – HAWAII

In collaboration with: University of Hawaii-Kapiolani/Windward Community Colleges (WCC)
University of Hawaii at Manoa Myron B. Thompson School of Social Work
University of Hawaii at Manoa College of Tropical Agriculture and
Human Resources – Family Community Leadership Program

Supported by: McKinley Community School for Adults (MCSA)
Network of Volunteer Leaders (NOVL)
Nā Lei Aloha Foundation (NLAF)

VRCH Board of Directors:

President/Secretary: Robert Young
Treasurer: Vanessa Lau
Directors: Barbara Tom, Paul Belanger

CVM – Hawaii Coordinator: Paul Belanger, CVM–Hawaii (2005)
Assistant to CVM Coordinator: Mary Y. Matayoshi, CVA; CVM–Hawaii (2005)
Program Partners: Ron Matayoshi, Jean Young
University of Hawaii at Manoa
Assisted by: Alumni, CVM–Hawaii

VRCH Mission Statement:

To foster the spirit and professional growth of volunteerism and community building.

VRCH Motto: Helping Others to Succeed

Values and Beliefs:

- We believe that stewardship exemplified through volunteerism is a necessity for the well being of our community, state, nation and world.
- We believe that community-responsible models will contribute to the resilience of communities and the individuals and families served.
- We believe that the practice of genuine *Aloha*, which requires total regard for others, must and will be practiced.
- We believe that caring, responsible, accountable and cooperative actions contribute to interdependent, rather than dependent, relationships.
- We believe that communities must become their own best advocates of what works.
- We believe that relationships are key to the success of any effort that addresses the concerns of a community.
- We believe the practice of shared values will advance our mission.
- We believe in natural helpers.
- We believe Hawaii has the capacity to develop effective models to address any concerns within a community.

PROSPECTUS

Introduction

A key directive of the Volunteer Resource Center of Hawaii (VRCH) is “to provide opportunities to expand the professional education and networking of individuals involved with the management of volunteers.” The Certificate in Volunteer Management – Hawaii (CVM–Hawaii) is its flagship program. It covers the vital body of knowledge common to the profession and practice of Volunteerism.

Volunteerism builds community. It is the unselfish giving of your time and talents for the well-being of others. It is the glue that binds people in caring relationships that benefit the total community.

We are in the throes of rapid changes in society. Where values once played out in comfortable relationships, we are now finding that our values are in major conflict and are sapping the vital energies of our communities.

Volunteerism, a vital engine that drives the community, is likewise changing. It is important that we stop to reflect upon, understand, and learn where we are in this continuum of change, how it affects the very core of community building, and to know what responsibility and options we have in helping to build a healthy and revitalized community through volunteerism. The Certificate in Volunteer Management – Hawaii (CVM–Hawaii) begins this critical process.

Why a Hawaii-based Certificate in Volunteer Management?

Hawaii is a special place. It is important that we know and practice our *Aloha Spirit* and build *Ohana*, the pillars of our volunteerism.

Throughout the nation, the changing nature of our communities has resulted in a loss of connections that build community. On the other hand, as communications via new technologies and high-speed transportation systems shrink the world, international volunteerism emerges as a connecting force in the global community. What is vital as we become world citizens is that we have a spiritual home base, Hawaii, as a reference point, not only geographically, but centered in knowing ourselves, who we are, our values, and in so doing, create a solid foundation to proceed in all we do in life. It is embodied in our *Aloha Spirit* and *Ohana* values system.

The VRCH Certificate in Volunteer Management – Hawaii (CVM–Hawaii) is an experiential program based in the life and spirit of Hawaii. It is a model that combines “head, heart, and hands” – the intellectual, the emotional, and the experiential learning that solidifies knowledge into heartfelt actions. The CVM–Hawaii is an action program that encompasses concepts that are true to the spirit of Volunteerism wherever one lives in the world. It is as international as it is local.

Through the CVM–Hawaii, it is expected that a network of helpful linkages in supportive relationships will develop. VRCH will provide the means to accomplish this end.

Enrollment

There will be a minimum of 15 and a maximum limit of 25 enrollees. The most important criterion is a desire to learn about volunteerism and volunteer administration.

The application process: (Minimum Enrollment: 15 Maximum Enrollment: 25)

1. The completed application form must be submitted to the VRCH. The earlier application will be honored should we meet the enrollment limit.
2. The program coordinator or VRCH will interview applicants who meet the certification criteria.

3. Application deadline: **February 5, 2010**
4. Tuition payments should be made to: Volunteer Resource Center of Hawaii

Who should enroll:

1. Representatives of organizations, businesses, and communities of faith who would like to improve or establish a volunteer program.
2. Teachers, social workers, or other social service personnel who aspire to promote volunteerism within their community.
3. Managers of volunteer programs who are interested in connecting professionally with other, and potential, managers.

Classes

- Tentatively second and fourth Tuesday of each month from February to July 2010. First class on Tuesday, February 9, 2010. Attendance at each class and the retreat required.
- Classes are generally scheduled to meet on the second and fourth Tuesday evenings from 5:30 p.m. – 8:30 p.m.
- Classes will be held at Kapiolani Community College or at other convenient sites.
- Students may participate in a no-host dinner prior to class.
- The schedule is expected to be flexible to accommodate the working schedule of participants, and the self-study and practicum requirements of the CVM–Hawaii.

Curriculum and Methodology

A broad and balanced syllabus will be provided. It is expected that each participant will complete the assigned readings to actively participate in sessions facilitated by experienced volunteer program managers and trainers who have practical and cutting edge expertise.

Identification of Values and Motivators

Interactive sessions will be scheduled with follow-up throughout the CVM–Hawaii program. The CVM–Hawaii participant will develop a personal statement of philosophy that will serve as a guide for future endeavors.

Active Learning Through Shared Experiences

Learn from each other through planned exercises and assignments and the sharing of projects and portfolios.

Personal Portfolio Development

At the conclusion of the CVM–Hawaii program, each participant will have developed a personal portfolio of resources, a “manual” of operations that will serve as a guide in project development.

Continuous Self Evaluation

The coordinators and faculty presenters will guide you in a self-evaluation process.

Certificate of Completion

A Certificate of Completion will be awarded to those who successful complete the course.