



## **INTRODUCTION TO EFA HORSE VOLUNTEERS & HOW YOU CAN UTILISE THIS PROGRAMME**

This is just a short letter to introduce you to the Horse Volunteers programme and the EFA Volunteer Coordinator for 2008.

I'm very excited to be involved in the EFA Volunteer Program, and hope that many of you will support the program. Volunteers are the backbone of many sporting organizations, and I know that most of our clubs could not run without the outstanding help of volunteers.

I would just like to make all the clubs aware of the volunteer program, and volunteer database that we have in place at the Equestrian Federation of Australia (WA Branch).

If you are in need of volunteers for your event, what you must do is email me or call me stating the event, date, how many volunteers you require and what you need them for. Ie.

Pencillers, course builders, marshalls etc... Please also state any reimbursements or incentives you will provide them with, ie. T-shirts, hats, petrol vouchers etc... It is an EFAWA policy that clubs and associations provide our volunteers with a drink and some lunch at the very least. We have volunteers who are skilled in all areas, and although I can let them all know of your event I cannot guarantee that you will get all the volunteers you need through us. What we have found is that the more you appreciate volunteers and the better you look after them, the more likely you will be to get them back!!

If you are using EFAWA "Horse Volunteers", please also make sure there is someone at the event for them to contact who can show them what to do etc... You need to make sure that the volunteers know the name and phone number of this person, and where they will be able to find them at the event. They will also need to know at what time you require them and for how long they will be there. There is nothing worse then going to help at an event that you think you will be there for a few hours and find yourself stuck out in an arena at the back all day with no-one to relieve you!!

If you do not have anyone to co-ordinate your volunteers at the event, and you wish to use myself then there will be a negotiated fee payable to the Equestrian Federation.

If your club has adequate volunteers to run events that is fantastic! If there are any regular volunteers for your events that would like to become members of the EFA "Horse Volunteers" club and join a group of simple minded people that participate in some social activities as well then please put them in touch with myself as we offer incentives for our regular volunteers.

We are also currently running our "Green Shirt Programme" which is due to finish mid 2008. If your club is interested in participating in this programme than please talk to me and I will provide you with the details.

Having volunteered at many functions over the years, I know that volunteers often feel underappreciated and taken for granted. We are trying to stop this happening so please treat your volunteers well, and if you encounter any problems in the volunteering program do not hesitate to get in touch with me.

I look forward to hearing from you soon.