



THE BABES PROJECT

What you need to know about applying to Volunteer with The Babes Project

Before you apply:

- **Be informed.**

Take time to understand who The Babes Project is and what The Babes Project does. Read through the information & our website. Follow The Babes Project on social media and be aware of how and why you'd like to contribute to our organisation

- **Have your CV and references ready!**

When you submit your application you will be required to include your CV Please ensure applications are complete, as The Babes Project will not consider incomplete applications.

The Application Process:

- **Shortlisting.**

At the close of the intake period the volunteer coordinator will call those applicants being considered for an interview. If your application is not successful at this point, you will not hear back, but we thank you for your application and encourage you to re-apply in the future.

- **Volunteer Interview.**

Individuals whose application is considered a strong possible fit for the role and the organisation are offered interviews. A successful interview, followed by confirmation from referees will result in the offer of a volunteer role. As necessary, The Babes Project may request a second interview. Applications that are not successful after the interview/s will be notified by email.

- **Selection.**

Individuals successfully completing the interview process will be notified verbally and offered a volunteer position. The offer of this position remains dependant on the successful confirmation of a Police Check, Working with Children Check and Immunisation requirements.

Joining the team:

- **Induction & Training.**

Each volunteer is required to participate in mandatory induction and training with The Babes Project. Induction dates and training dates are advertised in this package. Please ensure you can be available for these dates, as they form part of the role.

- **Your first six months will be in a probationary role.**

All volunteers commence with an initial 6 month probation period, during which time they will be regularly supervised by a Hub Manager.

- **Volunteer Fees**

Volunteers are asked to contribute an initial, one off, volunteer administration fee of \$110 inc GST. This assists in covering expenses incurred by The Babes Project such as volunteer insurance, training and resources. This fee ensures our resources are primarily available for providing support for women and their families. We also ask that you contribute \$100 toward the Volunteer Retreat held every winter. Please speak to the Volunteer Coordinator if you have questions concerning these payments.

- **Review**

A review will be completed after the first 6 months to discuss the applicants suitability for the role. Individuals offered a permanent volunteer position at this time, will have the opportunity to discuss further training and your ongoing involvement at The Babes Project. In some circumstances the Probation period may be extended.