

HOW TO VOLUNTEER THIS YEAR



For Youth, by Youth!


Ryan's Well
FOUNDATION

Youth in Action

NAME

HOMEROOM



"HOW TO VOLUNTEER THIS YEAR"



will help you find a volunteering opportunity that is right for **YOU!**

In this booklet you'll find everything you ever needed to know about how to volunteer, where you will be the most successful volunteering, and how you can best contribute to what interests you.

"Do what you can where you are and with what you have."

T. Roosevelt

"Whatever you can do, or dream you can do, begin it. Boldness has genius and power in it."

Goethe

Also included in this booklet are some inspirational stories about teens **just like you** who are out there volunteering their time and their skills and making a difference not only to their community, but to the world.

Find out just how many different ways there are to help others while doing something you enjoy. Gain some valuable hands-on experience while you discover just how amazing it feels **to make a difference!**

Index

Introduction	3
Self Evaluation	4
<i>(Interests and Skills Test)</i>	
Types of Organizations	6
<i>(Jobs That You Can Volunteer For!)</i>	
Youth Gone Above and Beyond	9
<i>(And Making A Real Difference!)</i>	
How to Help From Home	12
<i>(Ways To Raise Money And Awareness)</i>	
Fundraising Ideas	15
The “Think Again!” List	18
Ineligible Volunteer Activities	19
<i>(What the Ministry of Education Disallows)</i>	
How You Can Make a Difference	20
<i>(Steps To Starting Your Own Organization)</i>	
How to Write a Press Release	22
About the Author	23
<i>(A Teen Just Like You!)</i>	
Special Thanks	24

“Like slavery and apartheid, poverty is not natural. It is man-made and it can be overcome and eradicated by the actions of human beings.” Nelson Mandela

Introduction

You're **so** excited...you just finished elementary school and are now entering high school – the best years of your life – when all of a sudden you learn that in order to graduate, you have to volunteer **40 hours** of community service! Forty whole hours volunteering in your community? What can possibly be worth 40 solid hours of your spare time that you're not even going to get paid for? What can you possibly do in your community?

Well it's your lucky day, because you just happened to pick up the booklet that will explain just exactly that. This document will give you many ideas of what you can do, and how you can have fun while doing it (a little something I bet you didn't bargain for).

This booklet will tell you everything you want to know about volunteering within your community ranging from helping an existing organization to starting an organization of your very own. You will also learn about other teens, **just like you**, who have gone above and beyond regular volunteer work, and have made a difference within their community and around the world!

For all you above-and-beyond teens out there, you will read examples of some Canadian organizations that were started and are now run by teens. This booklet will also provide ways in which you can join these amazing teens in making a difference. Gandhi once said, "Be the change you wish to see in the world." Why bother just volunteering when you can fully become a part of and contribute to a cause that interests you? This booklet will introduce various types of organizations that could use your help. It will even give you specific tips and ideas on how to begin your own organization so you too can have an impact on your community and the world!

"In every community there is work to be done. In every nation there are wounds to heal. In every heart there is the power to do it." Marianne Williamson

Self Evaluation

First things first, before you even begin to think about volunteering, you have to know exactly what type of person you are, what you're interested in, and where your interests lie. Otherwise, you can get involved in volunteer work or in organizations that do not suit you.

The Interests and Skills Test

(Circle one answer for each question)

1. I'm the type of person who enjoys:

- a) working with my hands
- b) working with computers
- c) working on environmental issues
- d) working with people
- e) working with animals
- f) working with people from other countries

2. I don't mind being in a work place that is:

- a) loud and dirty
- b) run by technology
- c) quiet and calm
- d) surrounded by people
- e) surrounded by animals
- f) multicultural

3. I'm really great with:

- a) building things
- b) technological design
- c) caring for plant life
- d) dealing with people
- e) dealing with animals
- f) understanding others

4. I would prefer to volunteer in an area that deals with:

- a) building things with my hands
- b) working with computers/software
- c) planting trees & picking up garbage
- d) caring for sick, injured, or needy people
- e) caring for sick, injured, or needy animals
- f) global issues and concerns

5. A career I want to pursue when I'm older would fall more along the lines of:

- a) a trades worker
- b) an engineer
- c) an environmental profession
- d) a doctor
- e) a veterinarian
- f) a project manager

6. I have a keen interest in:

- a) the art of construction/trades
- b) the technology field
- c) the planet
- d) how to help people
- e) how to help animals
- f) international development

7. In school, I take classes that teach me how to use/deal with:

- a) woodworking
- b) computers
- c) outdoor life
- d) people
- e) animals
- f) world issues

8. In my spare time, you can usually find me:

- a) drawing/building things
- b) playing on my computer
- c) outside
- d) with my friends
- e) playing with my pets
- f) looking for youth exchange opportunities in developing countries

RESULTS on following page

The Interests and Skills Test

Results

A **If you circled mostly A's:** You are interested in the trades field and enjoy using your hands. You possess a persona called “Picture Smart” – this means you have spatial intelligence, allowing you to recognize patterns and work well with your hands. You learn best when a lesson is hands-on, and can better grasp concepts if you can see or touch the material.

B **If you circled mostly B's:** You are very interested in the technology field and enjoy using computers. You possess a characteristic called “Logic Smart” – this means you have logical-mathematical intelligence allowing you to think and analyze logically. You enjoy math because you work well with numbers. You are also good at coming up with reasonable solutions to problematic issues, particularly because of your ability to analyze both sides.

C **If you circled mostly C's:** You are very interested in the environmental field, and care deeply for the community in which you live. You possess a quality called “Self Smart” – this means you have intrapersonal intelligence, giving you a strong sense and understanding of yourself and allowing you to know and control your emotions. You believe that a person's true identity lies in his/her homeland/environment. Your appreciation for your home is what ignites your passion to protect it and take care of the environment in which you live.

D **If you circled mostly D's:** You are very interested in the humanitarian field and care about others. You especially enjoy dealing with people. You possess a persona called “People Smart” – this means you have interpersonal intelligence which is the reason for your highly developed people skills. You like dealing with people and you especially enjoy helping others. You possess patience and understanding which helps you to maintain successful relationships and work well with people.

E **If you circled mostly E's:** You are very interested in the animal field, caring for sick or injured animals, and you especially enjoy dealing with animals. You possess many similar qualities as “People Smart” individuals – you have interpersonal intelligence which is what allows you to communicate and interact well with animals. You can recognize what an animal is feeling, allowing you to connect and spawn close relationships.

F **If you circled mostly F's:** You are very interested in the international development field and care about global issues concerning people living in developing countries. You possess a persona which contains both “People Smart” and “Logic Smart” qualities. You are drawn to world issues and are anxious to find your place in the world. You have the desire to assist people to bring attention to unfair circumstances affecting your global brothers and sisters and you are prepared to take a stand by becoming involved in Canada and/or abroad.

Types of Organizations

JOBS THAT YOU CAN VOLUNTEER FOR!

Interested in the trades field?

- Do repairs or odd jobs for an elderly neighbour or another person in need
- Volunteer after school to help in a Technology Club
- Pile wood, move furniture, or help renovate for someone in need
- Paint the walls of the home or apartment of a friend, family member, neighbour or elderly person who is moving
- Offer your skills to a hands-on organization like Habitat for Humanity that assists people in need in Canada and in developing countries around the world

Interested in the technology field?

- Teach an adult, neighbour or elderly person how to use a computer
- Teach a child how to effectively use a computer
- Become a peer helper or tutor at your school
- Repair a neighbour or elder's computer for free
- Repair old computers to give to needy families for free
- Design a video game for sick children to play in hospitals
- Volunteer your skills and services to smaller companies or for non-profit organizations (e.g. organizing their database or website)

THIS CAN BE YOU!

Corey Centen was just a teenager like you when he created **Mobilab Technologies**, a company he owns that explores bringing forth technological solutions for analytical procedures. Corey and his company have created advanced robotics that can be used to travel through obscure pipelines, fight fires and mimic animals. Both of Mobilab's products earned the highest honours at Canada Wide Science Fairs. Corey has even won the Canadian Merit Scholarship National Award.



Website: www.mobilab.ca

Types of Organizations

JOBS THAT YOU CAN VOLUNTEER FOR!

Interested in the environmental field?

- Plant flowers or trees for a neighbour or elderly person
- Volunteer at your local forestry/gardening stations planting trees, plants or flowers
- Organize a recycling campaign at your school during lunch hours, or in your neighbourhood during evenings and weekends
- Organize a garbage cleanup along a river, road, in a park or in a school
- Join an environmental organization abroad or locally (e.g. Ocean Futures Society)

Interested in the humanitarian field?

- Become a Candy Striper at your local hospital
- Volunteer at your local nursing home or retirement home
- Create a campaign against bullying at schools or against the abuse of alcohol and drugs
- Create a campaign that motivates and inspires youth to make a difference
- Help coach a sports team for younger children
- Join a humanitarian organization (e.g. Canadian Red Cross)

THIS CAN BE YOU!

Laura Hannant was only nine when she was inspired to become an international human rights activist. She has testified before Canadian Parliament, spoken out in the Canadian Senate and participated in Human

Rights Consultations for the Department of Foreign Affairs and International Trade. She has been involved in alternative meetings to G-7/G-8 summits, and spent four years as the first chairperson of the child jury of the **World's Children's Prize for the Rights of the Child**. Today, Laura works alongside Nelson Mandela, president Xanana Gusmao, UNICEF's former Executive Director Carol Bellamy, philosopher Ken Wilber, and others as one of the movement's Global Ambassadors.



Website: www.childrensworld.org



Types of Organizations

JOBS THAT YOU CAN VOLUNTEER FOR!

Interested in the animal field?

- Offer to take care of a neighbour's pet(s) for free
- Volunteer at an animal shelter by keeping the animals company, playing with them, or giving them exercise (e.g. walking the dogs)
- Organize a campaign against animal abuse
- Organize a “free kennel” at your house in which you temporarily house homeless cats and dogs until you find them places to live
- Join an organization against animal cruelty (e.g. Jane Goodall Institute)

Interested in the international development field?

- Volunteer for an international non-governmental organization (NGO) assisting with projects in developing countries (e.g. Ryan's Well Foundation)
- Organize a fundraiser with a world issues theme. Donate all proceeds to an NGO working in this field (e.g. Stephen Lewis Foundation)
- Volunteer at an immigration welcome centre
- Organize a “multicultural” event at your school which highlights cultural differences and similarities in your community
- Join your Rotary Interact Club at your school (or start one if it doesn't already exist) and participate in an overseas project trip

“Kids That Soar” – a book by Child & Youth Friendly Ottawa (CAYFO)– provides some more examples:

- Serve a meal at a homeless shelter
- Clean up a vacant lot
- Volunteer with special needs athletes
- Bring toys to kids in the Children's Hospital
- Gather clothing to donate to a shelter
- Do odd jobs for a senior on your street
- Organize drug awareness or bike safety workshops
- Raise funds to update/replace playground equipment
- Publicize & promote press releases
- Put together “I Care” packs for needy kids around the world
- Recycle everything
- Organize a canned food drive
- Plant flowers to spruce up an area
- Read for visually impaired kids
- Initiate a campaign to encourage biking and walking
- Collect grocery coupons to give to a local food bank

Youth Gone Above and Beyond

AND MAKING A REAL DIFFERENCE!

AIM FOR THE SKY - THERE'S PLENTY OF ROOM AT THE TOP! Ryan Hreljac was only 6-years-old when he heard about the plight of people in Africa – hundreds of people were dying each day because they didn't have access to clean water. So Ryan decided to change this. Through extra chores and donations from friends and family, Ryan raised enough money for a well in northern Uganda, but he didn't stop there. After visiting his first well at Angolo Primary School and meeting all of the people he had helped, Ryan worked even harder. He began speaking out, raising additional money to support building wells and raising awareness about water issues in general. A decade later, Ryan has helped support more than 266 water and sanitation projects in 12 countries.



In 2001, he founded the **Ryan's Well Foundation** – an organization not only dedicated to supporting clean water and sanitation projects around the world, but also to educating and motivating young and old to make a difference. The Ryan's Well Foundation has flourished into a very successful registered Canadian Charity that continues to contribute to the health and well being of people in developing countries. The Foundation's motto: "**Build, Educate, Motivate,**" has become globally known as Ryan has helped over 435,000 people in developing countries gain access to clean water.



Ryan has traveled extensively to countries all over the world, where he has met and influenced people with his message, including the Prince of Wales, Queen Beatrix of Holland, the Canadian Prime Minister, as well as the late Pope John Paul II. He has even been featured on the Oprah Winfrey show twice! Ryan, now 16 years old, continues to work hard towards his goal of clean water and sanitation for all people. At the same time he continues to influence and inspire people from all over the world to not only contribute to his dream, but also find where exactly their puzzle piece fits in the world.



Website: www.ryanswell.ca

**Ryan's Well**
FOUNDATION

Youth Gone Above and Beyond

AND MAKING A REAL DIFFERENCE

“No bird soars too high – if he soars with his own wings!”

William Blake

Craig Kielburger was 12-years-old when he first heard about child slavery. Stunned and moved to do something about it, Craig went to school that morning and told his class about what he'd learned. Before long, Craig and his friends were traveling to schools and conferences around Toronto, Canada to speak out against child labour. Less than a year later, Craig founded **Free the Children** – an organization of children helping children. This organization fights against child slavery, poverty, exploitation, and against the idea that children cannot make a difference.



Free the Children is now an international organization with 100,000 youth volunteers from 35 countries. Craig himself has visited children in over 40 countries, and has spoken out for their rights in front of presidents, prime ministers, CEO's of major corporations, the Dalai Lama, Queen Elizabeth II, the late Mother Teresa and Pope John Paul II.

Free the Children has involved over one million children in its projects. Members of Free the Children have contributed greatly by raising money for the building of more than 400 schools – which provide education for over 35,000 children every day. They've also distributed more than 200,000 school and health kits, as well as eight million US dollars worth of medical supplies to needy families in 13 countries. Craig and his older brother Marc have even co-founded **Leaders Today**, an organization that empowers youth, giving them the confidence and skills to make a difference and become active global citizens. Craig is now 24 years old, and continues each day to speak out and make a difference in the lives of needy children all around the world.

Website: www.freethechildren.com

“How wonderful it is that nobody need wait a single moment before starting to improve the world.”

Anne Frank

Youth Gone Above and Beyond

AND MAKING A REAL DIFFERENCE

INTERESTED? Check out these websites of other organizations.

Brockville General Hospital: www.bgh-on.ca

Canadian Diabetes Association: www.diabetes.ca

Canadian Physicians for Aids and Relief: www.cpar.ca

Child and Youth Friendly Ottawa: www.cayfo.ca

Children's Hospital of Eastern Ontario: www.cheo.on.ca

CURE Foundation: www.curefoundation.com

EnviroLink: www.envirolink.org (supplies hundreds of other websites for environmental friendly organizations)

Free the Children: www.freethechildren.com

Habitat for Humanity: www.habitat.ca

Jane Goodall Institute: www.janegoodall.org

Kemptville District Hospital: www.kdh.on.ca

Medicins sans Frontières: www.msf.org

Ocean Futures Society: www.oceanfutures.org

Perth and Smith Falls District Hospital: www.psfhdh.on.ca

Roots & Shoots: www.rootsandshoots.org

Rotary International: www.rotary.org

Ryan's Well Foundation: www.ryanswell.ca

The Canadian Red Cross: www.redcross.ca

The Salvation Army in Canada: www.salvationarmy.ca

UNICEF: www.unicef.org

United Way of Leeds and Grenville: www.unitedwayofleedsandgrenville.org

Volunteer Bureau of Leeds Grenville: www.volunteerleedsandgrenville.com

Winchester District Memorial Hospital:

www.northerndas.com/common/hospital/winhosp.htm

"Let us be poised, and wise, and our own, today."

Ralph Waldo Emerson

How to Help From Home

WAYS TO RAISE MONEY AND AWARENESS

You don't have to set up an organization to help someone. You don't even have to be a member of an organization to help someone either. But you can help people by raising money and awareness for a cause and/or organization of your choice, right from your own home!

Want to help others? Well here are some easy ways to do just that, along with some more inspirational stories from teens who have in a small way helped others to make a big difference!

Keana Lerosse Velsen is an eleven-year-old girl from Gabriola Island, B.C. Keana contributes to the **Ryan's Well Foundation** by selling hand-made jewelry that she makes all by herself! She's been making and selling beautiful pottery necklaces, as well as organizing other fundraisers, for several years.



Keana isn't the only one who sells hand-made jewelry for a good cause. Brothers Mathew and Jacob Brown from Carp, Ontario have made jewelry and have held annual auctions. They have even written a book – “Let's Make a Difference” – in which all proceeds from the sale of their book go to local breast cancer charities. Founding **Children for Charity**, Mathew and Jacob have been fundraising for years and have raised over \$60,000!



But there are many more ways to raise money. Try out these fun ideas that you can do right at home:

- Host a car wash, garage sale, or BBQ
- Host an auction or mini-carnival (for the winter or summer)
- Provide a free service with donations that go towards your cause (e.g. raking leaves, shoveling snow, house/pet sitting)
- For your next birthday, ask for donations to a charitable cause of your choice instead of presents

Make sure to tell everyone about your cause so people know what they are supporting

How to Help from Home

WAYS TO RAISE MONEY AND AWARENESS



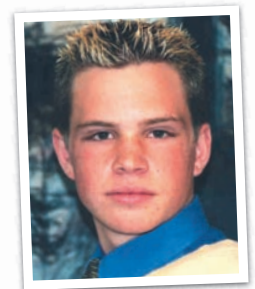
Another easy way to help from home is to do what twelve-year-old Taylor Clarke McRae did: he hosted a lemonade stand and donated all the proceeds to the Ryan's Well Foundation. Taylor was quite successful with this fundraiser – raising over \$1000 – which went directly towards a well in a developing country!

Not all fundraisers have to be held in your yard however. You can host fundraisers at school as well, just like 16-year-old Stephanie Neville. Stephanie is a member of **Free the Children** and wanted to donate some money to their Alternative Income Program. So Stephanie decided, since she attends a high school with a uniform policy, that she would host a “Casual Day” for any interested student to participate in, at a cost of \$1.00 per person. After getting her principal's permission, Stephanie raised \$550 that she donated to Free the Children. This money bought two goats in Kenya and India, goats that provide milk for the local villagers. The funds also helped buy medical supplies in Sierra Leone.



Don't panic if your school doesn't have uniforms. There are plenty of other things for you to do. Try these: • host a talent show, and charge for admission • host a raffle with a prize for the winner • ask your school band to host a concert, and supply a jar for people to make donations • auction off yourself and your friends to other peers for one day. The “winner” of each person has to carry around his/her books, clean his/her locker, etc.

For you really actively-involved youth out there, you can even host or help organize fundraisers for your community! Just like Brad Both, a young person who, like you, was looking to complete his 40 hours of community involvement. He decided to get creative and hosted a golf tournament that raised money for diabetic children. Brad ended up earning 400 community hours, and his golf tournament raised \$10,000 for the **Canadian Diabetes Association!** Brad's efforts were soon repeated as he held an annual golf tournament the following year, raising an additional \$15,000!



How to Help from Home

WAYS TO RAISE MONEY AND AWARENESS



Catherine French is an 18-year-old teen who not only contributes to causes for her community, but for her country as well. When she was only 12-years-old, Catherine collected 2,200 books for the **Nunavut Children's Library**. Then, in the summer of 2002, she collected 2,002 articles of clothing that she donated to help celebrate the **Salvation Army's** 100th birthday. A couple years later when she was 15, Catherine purchased \$300 worth of purses, gloves and accessories with her own money, which she decorated and sold for a total of \$660. She then donated all the money she raised to the **CURE Foundation**. Catherine's most famous contribution however was acquiring 1,500 hours of community involvement by raising \$5,000 to help display a statue on Parliament Hill to honour the "Famous Five".



Don't think that raising money is the only way to contribute to a cause or organization. There are many other ways that you can make a difference that don't involve fundraising. Tim Inglis for example, was just a young boy when he was diagnosed with bone cancer and lost one of his legs. But he didn't let this stop him from making a difference in his community. Tim is regularly chosen by **CHEO** – Children's Hospital of Eastern Ontario – as their spokesperson and one of their telethon hosts. Tim is said to have an amazing gift for making others feel comfortable about illness, and has made a huge difference to the lives of many patients at CHEO and in other children's hospitals.



You can also make volunteering a family affair and enlist help from younger siblings or relatives. Emily, her younger brothers Kevin and Ryan along with her Grandma Wendy decided to collectively volunteer their time and energy to make and sell pet rocks. Working together is a great way to mentor younger siblings about making a difference and thinking of others first. Emily and her family started this project in 2005 and to date have raised \$210 to help support a Ryan's Well Foundation water and sanitation project in Ghana, Africa.

Fundraising Ideas

Still looking for that one fundraising idea that's right for you? Look no further! **Free the Children** has created a page on their website – “101 Fundraising Ideas” – all about ways to fundraise for good causes in your home, at your school or in your community. Included below are 25 fundraising ideas.

“These ideas are designed to trigger your imagination. Do not forget to think about safety concerns as you make your plans, such as seeking permission where necessary, and informing parents/guardians and teachers of your plans. The most important thing is to have fun!”

Free the Children

Auction: Have individuals, groups and businesses donate goods and services. Be creative in what you can auction off and make certain that the goods and services are sold at reasonable prices.

Balloon pop: Before filling a balloon with air or helium, put a note inside. Have a certain number of the notes worth a prize. Have people buy balloons and pop them in the hope of getting the prize. Be sure to pick up the broken balloons afterwards.

Band and choir concerts: Ask your school band or choir to donate their time by performing a benefit concert for your cause. Charge admission for the event.

Battle of the bands: Gather some bands from your local community. Book a venue and advertise with posters, flyers, and radio announcements. Hold a mini-concert in which the audience chooses the winning band.

Bingo: Host a bingo night at a local hall or school.

Boat race: Organize a model boat race on a body of water. Charge a participant or spectator an entrance fee. The winner of the race gets a prize.

Fundraising Ideas

Book sale: Ask all your friends, relatives, and teachers to donate their old books. Advertise your book sale by means of posters and flyers. Set up a table and sell books. If there are leftovers, you can always give them to a needy library, shelter, or school.

Bowling: Organize a bowling night or a competition. Charge everyone a small fee to enter or have participants get bowl-a-thon pledges.

Car wash: With a group of friends, set up a car wash in the parking lot of your school, church, or public area. (Be sure to ask for permission)

Charity ball: Hire a DJ or a band, rent a hall, advertise, and sell tickets for a dance.

Coupon sale: Have coupon books donated by local businesses, and then sell them to students and adults.

Dress-down/civvies day: If you attend a school that requires a uniform, have a day in which all the students can wear casual clothes. Charge each student who wants to participate. Make certain that you ask permission of your principal first.

Family barbecue: Host a family barbecue in your backyard, with games and activities.

Food fast: Get together with a group of friends, gather pledges, and fast for a full 24 hours.

Geography bee: Organize a spelling bee composed of geographical names from around the world. Participants should obtain sponsors for their correct answers.

Hold a theme party: Decide on a fun theme. Charge an entrance fee, but be sure to explain to people what their cover charge is going towards.

Fundraising Ideas

International dinner: Have people from various ethnic origins cook traditional foods, and then charge admission to an international dinner.

Jellybean count: Fill a jar with jellybeans and have people pay to guess how many there are in the jar.

Pitch-a-thon: Rent a radar gun and measure how fast people can throw a baseball or kick a soccer ball. Charge \$1 per try and give a prize to the fastest individual.

Pledges: Gather pledges to have dance-a-thons, rock-a-thons, or any other type of endurance contest you can think of.

Skip-a-thon: Choose a date, make up pledge forms, and advertise with posters. Have everyone who wants to participate gather donations or pledges using their pledge forms, then skip.

Spaghetti dinner: Prepare a great dinner for students, teachers, or community members and charge a fee.

Spelling bee: Look through some books or in the dictionary and come up with a list of words of increasing difficulty. Have participants and spectators pay to participate.

Three-on-three basketball tournament: Organize a basketball tournament in your school with the winning team receiving a prize. This can also be done with soccer, tennis, badminton, or any other sport.

Walk-a-thon: Choose a date and a route, make up some pledge forms, and advertise with posters. Have everyone who wants to participate gather donations or pledges using their pledge forms.

Winter carnival: Hold a winter carnival in your local park or schoolyard. Invite students, staff, and the community. Charge admission and/or a small fee to play games.

The "Think Again!" List

Instead of trying to find extra money for a worthy cause, just try making different spending choices. Here are some areas where you can funnel money from something you can live without to something that gives life and hope instead. See how many you and your family can check off!*

- **Hair highlights \$75**
(Learn to love the real you!)
- **Manicure \$50**
(Have just one less a year)
- **CD \$20**
(Share with a friend or listen to the radio)
- **Family of four movie night out \$60**
(Wait for the DVD)
- **Fancy coffee \$5**
(Unless it's Fair Trade!)
- **Gossip magazine \$5**
(Stick to the real news)
- **New hardcover \$35**
(Use the library or wait for the paperback)
- **Skip popcorn at the movies \$5**
(Or bring your own snack in)
- **Cell phone airtime \$25**
(Talk less now and then!)
- **One piece of jewelry \$20**
(How many pair of earrings does one person really need?)
- **One toy \$25**
- **Soft drink at a variety store/pop machine \$2**

"Think Again" amount: \$327.00

Can you and the people in your family live without these things, just once in a whole year? Look how you can re-channel your spending and feel good about it. Bet you can think of lots of others yourself! *Developed by Shelley Zeeb, Board Member and London, Ont. Elementary School Teacher

SOME GUIDELINES FOR SAFE VOLUNTEERING

Volunteering in your community should be a safe, healthy and happy experience. You should be aware of your surroundings and speak up if you feel your safety is at risk.

The place you volunteer should:

- **Provide a safe and healthy work environment.**
- **Encourage young volunteers to raise concerns, ask questions and provide suggestions and ideas on making the tasks safer.**
- **Respond to concerns, questions, suggestions and ideas brought to their attention.**
- **Make sure that volunteers are aware of and follow established safety practices at all times.**
- **Ensure young and new volunteers are closely supervised and get the training they need to perform their tasks safely.**

As a volunteer I should:

- **Ask questions.**
- **Ask for training and a demonstration of new tasks I'm assigned.**
- **Say no if the task is beyond my capabilities.**
- **Not assume I know how to do something if I've never done it before.**
- **Discuss the tasks I'm asked to do as part of my volunteer work at home.**
- **Immediately report any unsafe conditions or practices that I observe to the sponsor.**
- **Report all injuries to my sponsor, no matter how minor they may seem to me.**

Source: Ontario Ministry of Labour
www.worksmartontario.gov.on.ca/scripts/default.asp?contentID=6-1-2

Ineligible Volunteer Activities

What the Ministry of Education Disallows

While the number of opportunities and ways to volunteer seem endless, there are many types of volunteering that are not allowed by the Ontario Ministry of Education and do not count towards your 40 hours of community involvement, so watch out!

An ineligible activity is one that:

1. Is a requirement of a class or course in which the student is enrolled (e.g. cooperative education portion of a course, job shadowing, work experience).
2. Takes place during the time allotted for the instructional program on a school day. However, an activity that takes place during the student's lunch break or "spare" periods is permissible.
3. Takes place in a logging or mining environment, if the student is under sixteen years of age.
4. Takes place in a factory, if the student is under fifteen years of age.
5. Takes place in a workplace other than a factory, if the student is under fourteen years of age and is not accompanied by an adult.
6. Would normally be performed for wages by a person in the workplace.
7. Involves the operation of a vehicle, power tools, or scaffolding.
8. Involves the administration of any type or form of medication or medical procedure to other persons.
9. Involves handling of substances classed as "designated substances" under the Occupational Health and Safety Act.
10. Requires the knowledge of a tradesperson whose trade is regulated by the provincial government.
11. Involves banking or the handling of securities, or the handling of jewelry, works of art, antiques or other valuables.
12. Consists of duties normally performed in the home (e.g. daily chores) or personal recreational activities.
13. Involves activities for a court-ordered program (e.g. community-service program for young offenders, probationary program).

How You Can Make a Difference

STEPS TO STARTING YOUR OWN ORGANIZATION

So you're inspired by these amazing youth and want to follow in their footsteps? With these five steps and tips in mind, you can do just that!

Step 1: Find a Topic

Before you begin, you have to have a cause that this organization is based on. Whether it be for children's rights, clean water, a healthy environment or the ban of animal abuse, you must choose a topic that you are most passionate and interested in – a topic that is worth your efforts to fight for and worth your time to invest in. **Remember: if you don't care about the topic, no one else is going to either. So be passionate when you speak about your topic – it will capture more people's attention.**

"Most things worth doing in the world were declared impossible before they were done."
Louis Brandeis

Step 2: Research the Topic

Now that you have your topic in mind, you have to research it – thoroughly – and make sure you know absolutely **everything** there is to know about that topic. **Remember: no one is going to listen to you if you don't know what you're talking about. So make sure you are prepared to teach this topic to anybody – whether it be a three-year-old child or a university class.**

"Avoiding the phrase, 'I don't have time...' will soon help you realize that you do have the time needed for just about anything you choose to accomplish in life."

Bo Bennett

Step 3: Teach Others

A successful organization takes a lot of work to set up, maintain and develop. You will run into difficulty if you try to do it all on your own. So teach others all about your topic and get other people interested. Create a project or presentation in class that is based on your topic, and present it to a group of your peers. Or call some of your friends and tell them about your idea.

Remember: you have to spread the word yourself first before other people can. So begin making a big deal by persuading others that your cause is not only worthwhile but needs the support of others.

How You Can Make a Difference

STEPS TO STARTING YOUR OWN ORGANIZATION

“No act of kindness, no matter how small, is ever wasted.”

Aesop

Step 4: Gather Volunteers

Once you've started educating people about your topic, encourage them to join you and start an organization. **Remember: you have to work with these people, and you'll have trouble fighting a cause if you're fighting with each other. So make sure that your volunteers are not only people who are interested in your topic, but also people that you like and will work well with.**

“People don't care how much you know until they know how much you care.”

unknown

Step 5: Raise Awareness

Now that you have a topic, have researched it thoroughly, have taught others and gathered volunteers, you have to begin spreading the word. You have to open up everyone else's eyes and begin teaching them about your topic.

Remember: the more people who know about this topic, the more it will spread. So don't just confine your idea and organization to your neighbourhood or school. Begin traveling outside your town to other towns and cities where you can get more and more people interested.

Keep this in mind: the best way to get your topic known is through the media, and the more people that know about your topic, the better chance you'll have of your idea spreading to a local newspaper or news show. So set up presentations, create workshops or even write a press release – whatever it takes for people to listen and learn about what you have to say.

“A pessimist, they say, sees a glass of water as being half empty; an optimist sees the same glass as half full. But a giving person sees a glass of water and starts looking for someone who might be thirsty.”

G. Donald Gale

How to Write a Press Release

As mentioned before, if you want to start your own organization, the best way to get yourself heard is through the media. And what better way to do that than with a press release! Read on and learn just how easy and beneficial a press release is.

1. **What is a press release?**

- informs reporters about your event, issue, position, etc.
- a news story that is written in a way that you would like to read

2. **When do you use a press release?**

- be sure to write the release once you have all the details figured out
- to announce an event or an accomplishment

3. **What are the elements of a press release?**

- **Headline:** always include the most important information in the headline, make it attractive and creative and use large text
- first paragraph should answer the 5 W's (who, what, when, where, why and how)
- keep sentences short and no more than three sentences per paragraph
- include a short summary of your organization in the last paragraph
- keep it brief, no longer than one page

4. **What is the format of a press release?**

- print your press release on 8.5 x 11 inch paper
- include your contact information at the top of the page
- below your information, type "MEDIA RELEASE"
- in the left corner, type "For immediate release"
- in the right corner type the date

5. **How should you distribute your press release?**

- send a press release the day before your event
- if you want the media to 'promote' your event, send out several days in advance
- send it to one reporter per outlet
- follow up with a phone call after you send the release

Source: MVN Media

About the Author

A Teen Just Like You!

Genevieve Arnaud is a normal yet exuberant teenager who recently turned 18 years old. She volunteers for the **Ryan's Well Foundation**. Genevieve attends St. Michael Catholic High School in Kemptville, Ontario, where she is an active student, athlete and participant in fundraising events. This includes shaving off all her hair for a fundraiser in June of 2005 for the **Canadian Cancer Society**, an event in which her high school raised nearly \$10,000 for cancer research! "Never underestimate the power of a dream; if it can be dreamt, it can be achieved!"



"The roots of true achievement lie in the will to become the best you can become."
Harold Taylor

"When nine year old Ryan Hreljac was on our show a few years ago, he proved that just one person can make a huge difference in the world no matter how old they are."
Oprah Winfrey, June 2003

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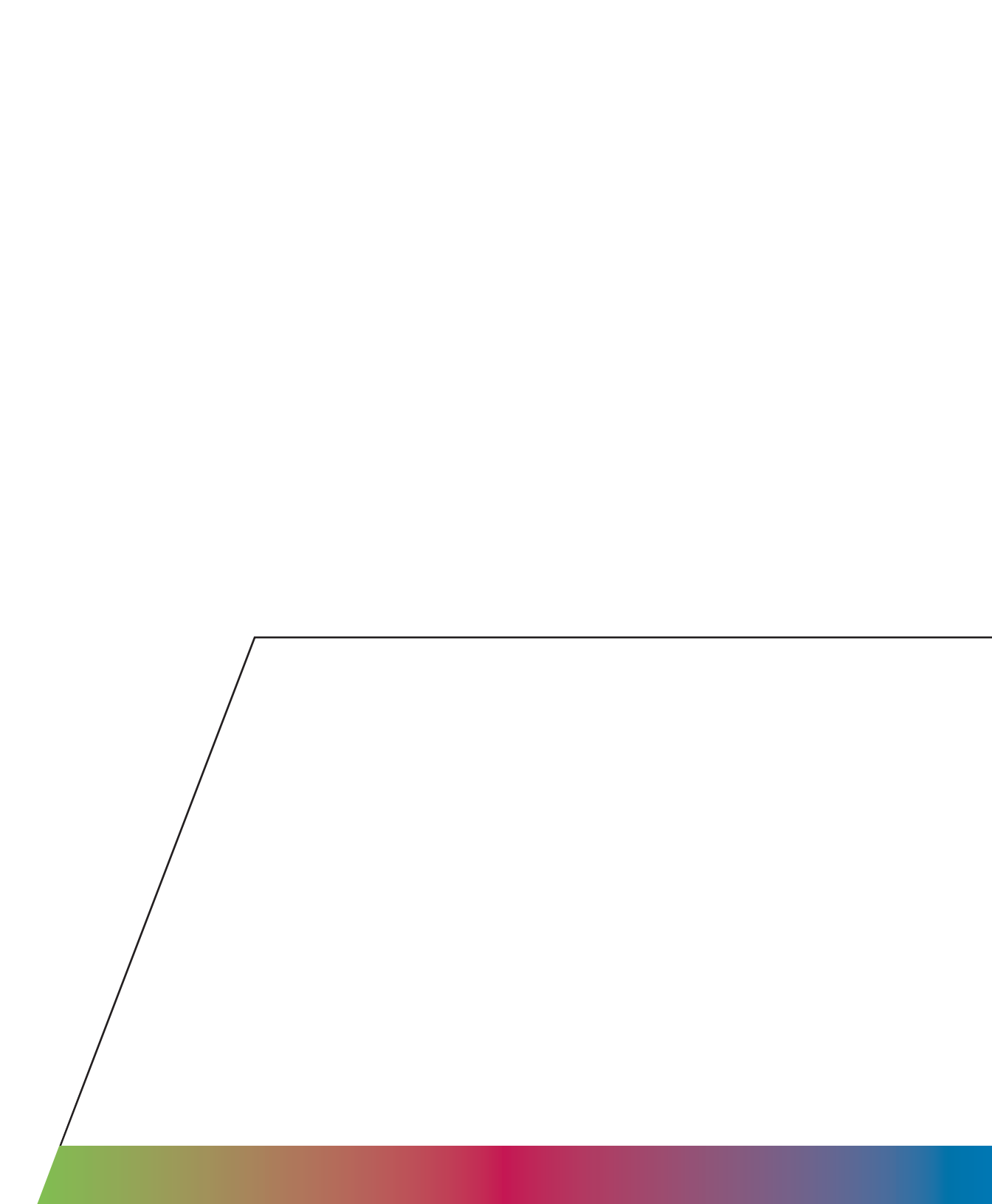
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Youth in Action

“How to Volunteer This Year” Booklet Curriculum Links

The ‘How to Volunteer This Year’ Booklet is designed to guide students through their Province of Ontario 40 hour community involvement requirement; however, as an educator there are ways to incorporate this booklet into your teaching while fulfilling curriculum requirements. Below you will find some Ontario Ministry of Education curriculum links you can cover while discussing the material in this booklet with your students.

Grade 9

Geography - Global Connections

- analyze connections between Canada and other countries
- explain the role of selected international organizations and agreements and why Canada participates in them (e.g. United Nations, Commonwealth of Nations, World Health Organization)
- summarize significant contributions Canada makes to the world (e.g. in peacekeeping, telecommunications technology, humanitarian aid, sports, arts)
- evaluate Canada’s participation in organizations that deal with global issues (e.g. global warming, biodiversity, human rights)
- compare, in terms of resource use and consumption, the “ecological footprint” of an average Canadian with that of an average citizen in a developing country
- produce a set of guidelines for developing a solution to a global geographic or environmental issue
- recognize the similarities among cultures and the need to respect cultural differences
- develop and use appropriate questions to define a topic, problem, or issue and to focus a geographic inquiry
- gather geographic information from primary source substantiated by evidence

Guidance and Career Education

Personal Knowledge and Management Skills

- apply knowledge of their personal skills and learning strengths to develop strategies for success in secondary school
- create a personal profile of their competencies and interests, and explain how these affect their attitude towards learning



Youth in Action

“How to Volunteer This Year” Booklet Curriculum Links

Exploration Opportunities

- apply their knowledge of school, work, and community involvement opportunities to develop a personal learning plan
- demonstrate an understanding of school and community resources and how these can be utilized to support their learning needs
- describe how academic studies, volunteer activities, part-time employment, and participation in school activities can contribute to the development and enhancement of employability skills
- identify the employability skills being developed through their school studies
- identify school and community resources available to support learning, and explain how they can be accessed
- explain how individual learning can be enhanced through community-based learning experiences

Grade 10

Career Studies - Exploration of Opportunities

- identify a broad range of options for present and future learning, work, and community involvement

Discovering the Workplace

Personal Management

- identify their interests, strengths, and needs, and describe how these influence their decisions about education and work
- identify and use effectively the strategies required to manage their behaviour in school and in the community
- identify and use effectively the interpersonal and teamwork skills and strategies required when working with others in school or in the community
- demonstrate the ability to use the task-planning and organizing skills and strategies that are required for success in school and in the workplace

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Développement d'une perspective
globale pour enseignants et enseignantes
Developing a Global Perspective
for Educators