



# **A Guide to Volunteering in Hockey**

## *Tayside & Fife*

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## Volunteering in Hockey

Volunteering in hockey is a great way to socialise, be part of a team, gain new skills or keep yourself fit.

You don't even have to be sporty or know about hockey to get involved.....

There are a wide range of opportunities to volunteer in sport such as:

**Coaching, Administration, Officiating, Committee work, Organising events/competitions and many more!**

*“Volunteers are at the heart of Scottish sport and...they play a vital role in encouraging and supporting people's involvement in sport.”*

Reaching Higher (Scottish Executive, 2007)



## Benefits of Sports Volunteering

**Boost your CV, Gain experience, Learn new skills,**

**Be part of a team, Help others succeed, Enable participation,**

**Give something back, Promote a healthy lifestyle, Have fun!**

## Common Questions

### What can I do?

The most popular activity is often coaching, however you can get involved in a wide variety of ways depending on your skills or interests. There are also many opportunities to assist, organise events, fundraise or get involved in the committee of a local hockey club.

### Do I need to be fantastic at a hockey?

No, you simply need interest and enthusiasm! People get involved for lots of reasons, for example some use volunteering in sport as a great way of getting experience of working with children.

### Do I need coaching qualifications?

The sports organisation should put you through any qualifications that you need to carry out your role. If the club can't fund you, it is possible to access external funding (see Useful Information, p.15).

You may also get the opportunity to do other relevant courses such as first aid or working with athletes with a disability.

### How much time do I need to have?

Most people volunteer on average 2-3 hours a week but there are also opportunities to volunteer more or less frequently.

### Do I need a Disclosure (police) check?

A Disclosure is a way of checking that you do not have a criminal conviction that would affect your voluntary role. If you are working with children or vulnerable adults, the organisation must check that you are not on the list of those disqualified from working with children. The only way to do this is for them to arrange a Disclosure check. They should be able to help you to complete the form.

## Club Volunteering

If you are passionate about a hockey and want to volunteer within it, ask your club if there are any opportunities for you to get involved. If you are not a member of a club or your club has no opportunities then there are still several options:

- Log on to [www.volunteerscotland.org.uk](http://www.volunteerscotland.org.uk) and search for opportunities in your chosen sport (see p.7).
- Log on to the Scottish Hockey website where you will find information and contact details for clubs near you. Alternatively see the contact details at the end of this booklet.
- Check out local Sports Development or Active Schools programmes for opportunities (see p.9)
- Contact the SportTayside & Fife Hockey Development Manager for assistance finding a club opportunity (see p.10).

## Volunteering Abroad

Sports volunteering abroad usually involves coaching, although you usually just need enthusiasm rather than qualifications. Listed below are just a few of the options:

[www.i-to-i.com](http://www.i-to-i.com)

[www.gapsports.com](http://www.gapsports.com)

<http://www.vso.org.uk/volunteering>

## Event Volunteering

There are lots of sporting events that need a wealth of volunteers to make them happen. That's you!

<http://www.london2012.com> <http://www.glasgow2014.com>

<http://www.specialolympicsgb.org/>

Scottish Hockey, Active Schools and Sports Development teams also run various local events that require volunteers (see p.9). These range from hockey festivals for primary aged children to international tournaments.

## University / College Volunteering

If you are going to university or college there are a number of ways that you can get involved in volunteering in hockey.

You can get involved with a local hockey club whilst you are at college/university. University and colleges also have their own hockey clubs that are usually run entirely by volunteers so there will be many options available to you.

For more details about how to get involved contact your college or university sports union.



There are also a number of volunteering opportunities within Scottish Universities Sport (SUS) - the governing body for student sport in Scotland.

If you would like to know more about SUS, please visit [www.susport.org.uk](http://www.susport.org.uk), call 0131 650 9653/54 or contact the SUS office at 3rd Floor, 48 Pleasance, Edinburgh, EH8 9TJ.

If you want to get involved in the community while at university, you can log on to [www.volunteerscotland.org.uk](http://www.volunteerscotland.org.uk) and check out the current opportunities.

## Work Experience

Voluntary experience is a great way of adding skills and experience to your CV. You can learn lots of skills through volunteering in sport such as leadership, organising sessions/events, team work etc. These skills will be useful for any future career.

However if you are interested in a career in sport, you may want to think about what voluntary experience would be most relevant. For example, if you want to become a coach you should gain voluntary coaching experience. You may also want to gain qualifications such as NGB awards, Sports Coach UK or Running Sports courses, Sports Leaders Awards. See p.15 for details.



**Have a Shot at Something New:  
Volunteer in Hockey**

## SportTayside & Fife

**SportTayside & Fife** aims to strengthen the infrastructure of sport to increase participation and performance. An integral part of this is the development and support of coaches in order to increase the number and improve the performance of children and young people participating in sport.

In addition, the Hockey Development Manager (HDM) also works closely with hockey clubs in the area to assist them to develop. The HDM can assist volunteers to find the right opportunity for them and support them to get the most from their volunteering experience.



Elanor Cormack  
**Hockey Development Manager**  
[elanor.cormack@dundeeccity.gov.uk](mailto:elanor.cormack@dundeeccity.gov.uk)  
01382 431852

## Coach Development

Did you know that 4 out of every 5 coaches are volunteers? Volunteer coaches lead sporting activity primarily in clubs but also within local coaching and sports development programmes. Coaching is a great way to meet new people, learn new skills, and develop healthy habits along the way.

The SportTayside & Fife Club/Coaching Development Manager leads initiatives in coaching, including:

- The development of education and training opportunities
- Coach Scholarship Programme

For more information on coaching with SportTayside & Fife contact **Derek Welch** on **01382 431852** or visit [www.sporttayside-fife.co.uk](http://www.sporttayside-fife.co.uk).

## Midland Hockey Union

Midland Hockey Union exists to promote, foster, encourage and develop the playing of the outdoor and indoor hockey in the Midland district (which incorporates most of Tayside & Fife).



There are several committees within the Midland District structure that look after various aspects of the game, from competitions to youth development. Volunteers are always welcome to get involved in the committees.

In addition, the district organises several youth teams for inter-district competitions. These teams are all coached and managed by volunteers and opportunities are usually available for new volunteers to get involved. This can be as lead coach of a squad, assistant coach, or team manager.

To find out more about Midland Hockey Union volunteering opportunities, contact Elanor Cormack, Hockey Development Manager on 01382 431852 or email [elanor.cormack@dundee.gov.uk](mailto:elanor.cormack@dundee.gov.uk).



## Your Local Volunteer Centre

There is a Volunteer Centre in every local authority that can help you find sports opportunities. Log on to [www.volunteerscotland.org.uk](http://www.volunteerscotland.org.uk) to see the current opportunities or contact your local Volunteer Centre.

### Volunteer Centre Angus

Tel: 01241 875525

[info@volunteerangus.org.uk](mailto:info@volunteerangus.org.uk)

[www.volunteerangus.org.uk](http://www.volunteerangus.org.uk)

### Volunteer Centre Dundee

Tel: 01382 305705

[info@volunteerdundee.org.uk](mailto:info@volunteerdundee.org.uk)

[www.volunteerdundee.org.uk](http://www.volunteerdundee.org.uk)

### Volunteer Centre Fife

Central Fife: 01592 645540 [kirkcaldy@volunteeringfife.org](mailto:kirkcaldy@volunteeringfife.org)

West Fife: 01383 732136 [dunfermline@volunteeringfife.org](mailto:dunfermline@volunteeringfife.org)

East Fife: 01334 659134 [cupar@volunteeringfife.org](mailto:cupar@volunteeringfife.org)

[www.volunteeringfife.org](http://www.volunteeringfife.org)

### Volunteer Centre Perth & Kinross

Tel: 01738 567076

[volunteercentre@pkavs.org.uk](mailto:volunteercentre@pkavs.org.uk)

[www.pkavs.org.uk](http://www.pkavs.org.uk)



## What Can You Do? Hockey Opportunities

Here are some examples of recent hockey volunteering opportunities in Tayside & Fife.

### Midland Hockey Union (Youth)

Looking for assistance with the administration of youth hockey at a district level. Roles available include Finance Administrator, Team Managers, & Umpire Development.

### Webdesigner

People with webdesign expertise needed to assist clubs to set up and develop their webpages. Volunteers would be able to work with a number of clubs at different stages of web development. A great opportunity for students looking for experience.

### North East Fife Hockey Project

Coaches and assistants needed to help with a new after-school programme in St Andrews. Working with P6/7 and S1/2 age groups to develop hockey in the region. Opportunities to gain coaching/officiating qualifications.

### Dundee Wanderers Hockey Club

Coaches needed to assist with sessions at Dundee primary schools. Wanderers operate a number of sessions in primary schools leading to the players feeding into the main club.

## Sports Development & Active Schools

Sports Development & Active Schools teams aim to create participation opportunities for all, both in and out of school, and have various volunteering options within their programmes. For more information:

### Angus

Sports Development: Laura Ross  
[RossLC@angus.gov.uk](mailto:RossLC@angus.gov.uk) Tel: 01307 474243

Active Schools: Andy Garnett  
[garnetta@angus.gov.uk](mailto:garnetta@angus.gov.uk) Tel: 01307 473601

### Dundee

Sports Development: Steven Glass  
[steven.glass@dundeecity.gov.uk](mailto:steven.glass@dundeecity.gov.uk) Tel: 01382 432330

Active Schools: Graeme McLean  
[Activeschools@dundeecity.gov.uk](mailto:Activeschools@dundeecity.gov.uk) Tel: 01382 436462

### Fife

Sports Development: Lisa Norman  
[lisa.norman@fife.gov.uk](mailto:lisa.norman@fife.gov.uk) Tel: 08451 555555 (ext 402291)

Active Schools: Sarah Drury  
[sarah.drury@fife.gov.uk](mailto:sarah.drury@fife.gov.uk) Tel: 08451 555555 (ext 442016)

### Perth & Kinross

Sports Development:  
[pkcsport@pkc.gov.uk](mailto:pkcsport@pkc.gov.uk) Tel: 01738 637129

Active Schools: Tammy McKinlay  
[TMMcKinlay@pkc.gov.uk](mailto:TMMcKinlay@pkc.gov.uk) Tel: 01738 477864

## What Should You Expect?

OK! Now that you have decided what you want to do, what should you expect?

### When you approach the club/organisation:

- To be given information about current opportunities
- To be given information about what is involved in each opportunity
- To be invited for an interview or chat to discuss the opportunities further

### At an initial meeting:

- To fill out an application form and/or be asked to provide references
- To fill out a self declaration or disclosure form (if volunteering with children or vulnerable adults)

### When you first start:

- You may be given a volunteer handbook or induction pack detailing all relevant information
- You should be introduced to key people
- You should be told who your main contact will be
- You should be shown where any equipment/facilities are that you will need
- You should be given information about what expenses you can claim and how
- You may receive training if relevant to your role

### Regularly:

- Communication with your main contact
- Opportunities to feedback
- You may receive the option of additional training

## What Will be Expected of You?

- To adhere to club/organisation policies such as child protection and health and safety
- To respect confidentiality
- To be punctual and to inform someone if you are unable to attend
- To be enthusiastic
- To represent the club/organisation in a positive way
- To attend and keep up to date with relevant training to enable you to carry out the role
- To be a positive role model for younger players

Please remember that how much responsibility you are given will depend on your experience and confidence. You should discuss this with your main contact.



## MV Awards



**MV Awards**

The MV Award scheme is a great way to make sure your volunteering is recognised. It's easy to get involved and it's free. The awards are open to anyone aged 16-25 living in Scotland.

Basically you get a certificate for the number of hours of volunteering you do. These are awarded at 50, 100 and 200 hours. The time limit for completing the hours is two years and the certificate is endorsed by the Scottish Executive.

You can also claim retrospective hours from April 2002 as long as you were between the ages of 16 to 25 while you were volunteering and have a written and verified record of your hours.

As well as helping to recognise your achievements, the MV awards are a valuable addition to your CV.

To find out more about getting an MV Award contact your local Volunteer Centre Youth Development Worker on:

**01241 875525 (Angus)**

**01382 305705 (Dundee)**

**01592 645540 (Fife)**

**01738 567076 (Perth & Kinross)**

## Useful Information



**Scottish Hockey** is the National Governing Body for hockey in Scotland. They manage all aspects of hockey development and will be able to assist with details of clubs, coaching and umpiring opportunities, and training events.

Visit [www.scottish-hockey.org.uk](http://www.scottish-hockey.org.uk)

**sportscotland** is the national agency for sport in Scotland. At [www.sportscotland.org.uk/volunteering](http://www.sportscotland.org.uk/volunteering) you can access information on many aspects of volunteering in sport. The website also has information on all aspects of involvement in sport.

**sportcoach UK** provides a wide range of workshops to develop your coaching ([www.sportcoachuk.org](http://www.sportcoachuk.org))



**Running Sports Scotland** deliver a variety of training workshops for club officials to help them to develop their clubs. ([www.helpforclubs.org.uk/runningsports](http://www.helpforclubs.org.uk/runningsports))

**Sports Leaders Awards** can be done by anyone aged 14 or over. As part of your course you lead a sport or physical activity session as a volunteer. For more information log on to <http://www.bst.org.uk>



**Sports Councils** provide information, advice and assistance to clubs or individuals affiliated to them. Details of your local Sports Council can be found at [www.salsc.org.uk](http://www.salsc.org.uk).

This publication was adapted from a generic guide produced by the Regional Development Officers for Volunteering in Sport, working in conjunction with the Volunteer Centre Network and supported by **sportscotland**.

The information in this booklet is correct at the time of publication (July 2008). Volunteer Centre Network and SportTayside & Fife encourage all organisations to use good practice when working with volunteers.