

Volunteer Centre Resources - Available on Loan to Members

<i>Topic</i>	<i>Title</i>	<i>Author /Editor</i>	<i># of pages</i>
Board Development	Advocacy on the Agenda: Preparing Voluntary Boards for public policy participation	Volunteer Canda	0
Board Development	Board Building: Recruiting and Developing Effective Board Members for Not-For-Profit Organizations	The Muttart Foundation	123
Board Development	Developing Job Descriptions for Board Members of Nonprofit Organizations	The Muttart Foundation	52
Board Development	Drafting and Revising Bylaws	The Muttart Foundation	125
Board Development	Hiring and Performance Appraisal of the Executive Director	The Muttart Foundation	93
Board Development	Primer for Directors of Not-For-Profit Corporations: Rights, Duties and Practices	Industry Canada	99
Board Development	The Board Staff Workbook	Edmonton Social Planning	85
Board Development	The Fundamentals of Effective Board Involvement	Sherry Ferronato	106
Board Development	The Non-Profit Board Development Workbook: Get on Board! - A working Guide to Better Board Development	Kuefler, Mathew	100
Communication Tools	60 Outstanding Newsletter Designs	Pattison, Polly, Pretzer, Mary; Beach, Mark	44
Communication Tools	Editing Your Newsletter: A Guide to Writing, Design and Production	Beach, Mark	120
Communication Tools	Effective Newsletters (workshop handouts)	Economic Development	0
Communication Tools	Newsletter Production	Grant MacEwan	0
Communication Tools	Newsletter Tips and Tools	Pretzer, Mary	70
Communication Tools	Promotions Handbook and Training Guide	Family and Community Support Services	0
Communication Tools	Publicity Guide for Small Groups	Alberta Culture and Multiculturalism	16
Communication Tools	Recruitment Ads Get Results: How to Write Ads to Recruit Great Volunteers	Volunteer Centre of Calgary	9
Employer Supported Volunteerism	Volunteers At Work: How Canadian Businesses Encourage and Support Volunteerism	Volunteer Canada	0
Employer-Supported Volunteerism	Developing an Effective Corporate Volunteer Program: Lessons from the Ford Motor Company of Canada Experience	Pancer, Baetz, Rog	18
Employer-Supported Volunteerism	Engaging Employees in the Community: How to Establish Employer-Supported Volunteerism In Your Company	Volunteer Canada	71

<i>Topic</i>	<i>Title</i>	<i>Author /Editor</i>	<i># of pages</i>
Employer-Supported Volunteerism	Volunteer Connections: The Benefits and Challenges of Employer-supported Volunteerism	Volunteer Canada	0
Employer-Supported Volunteerism	Volunteer Connections: The Benefits and Challenges of Employer-supported Volunteerism	Volunteer Canada	52
Employer-Supported Volunteerism	Volunteering in the Workplace: How to Promote Employee Volunteerism	Lautenschlager, Janet	47
Evaluation	Community Impact Assessment Handbook	Northern Alberta Development Council	54
Evaluation	Evaluating Volunteers, Programs and Events	Vineyard, Sue	19
Evaluation	Evaluation for Community Service Organizations	Victoria Volunteer Bureau	70
Fund Development	101 Ways to Raise Resources	Vineyard, Sue and McCurley, Steve	63
Fund Development	A Guidebook to Fund Raising for Disabled Persons' Groups	Wyman, Ken	97
Fund Development	Building Foundation Partnerships: The Basics of Foundation Fundraising and Proposal Writing	van Rotterdam, Ingrid	88
Fund Development	Face to Face: How to Get BIGGER Donations from Very Generous People	Wyman, Ken	200
Fund Development	Getting to YES in Fund Raising	Stallings, Betty	105
Fund Development	Proposal Development: Building Foundation Partnerships	Canadian Centre for Philanthropy	0
Fund Development	Sponsorship Made Easy	Schoenfeld, Lianne	40
Fund Development	Winning Grants - Step By Step	Carlson, Mim	115
Leadership Development	Igniting Young Minds and Spirits: Youth Governance	Wayne Wiens	29
Leadership Development	Leadership Skills for the New Age of Non Profits: Keeping Volunteers Happy in a Changing World	Seita, Trudy	136
Leadership Development	Leadership: Skills Program for Management Volunteers	Gov't of Canada	120
Leadership Development	Transforming Rural Leadership for the 21st Century	Leadership Education for Agriculture Development	120
Leadership Development	Leadership Enhancement Institute	Wild Rose Foundation	0
Program Management	A Code of Good Practice on Funding	Vol. Sector Initiative	28
Program Management	A Code of Good Practice on Policy Dialogue	Vol. Sector Initiative	0
Program Management	A Guide to Volunteer Program Management Resources	Volunteer Canada	24
Program Management	A Matter of Design: Job design theory and application to the voluntary sector- Training Guide	Volunteer Canada	0

<i>Topic</i>	<i>Title</i>	<i>Author /Editor</i>	<i># of pages</i>
Program Management	Assigning Economic Value to Volunteer Activity: Eight Tools for Efficient Program Management	M.Coulbourne; D.Embuldeniya	22
Program Management	Beyond Banquets, Plaques and Pins: Creative Ways to Recognize Volunteers	Vineyard, Sue	22
Program Management	Building Credibility with the Powers That Be: A Practical Guide to Enhance Personal, Program & Organizational Power	Moore, Gail and MacKenzie, Marilyn	400
Program Management	Canada Volunteerism Initiative - Catalogue of Resources	Volunteer Canada	36
Program Management	Canadian Code For Volunteer Involvement	Volunteer Canada	24
Program Management	Caregiving Volunteers: A Coming Crisis?	S.Phillips; B.Little; L.Goodine	8
Program Management	Costs and Contributions of Professional Volunteer Management: Lessons from Ontario Hospitals	F.Handy; N.Srinivasan	7
Program Management	Family Volunteering: The Ties that Bind	Volunteer Actin Centre of Kitchener-Waterloo and Area	24
Program Management	Financial Management: Skills Program for Management Volunteers	Government of Canada	80
Program Management	How to Conduct a Meeting	The Certified General Accountants Assoc. of Alberta	23
Program Management	Leadership and Management of Volunteer Programs - A Guide for Volunteer Administrators	James C. Fisher; Kathleen M. Cole	200
Program Management	Making Meetings Matter	Alberta Tourism, Parks and Recreation	45
Program Management	Making the Most of What You Have: A Practical Guide to Developing Volunteer Programs	Sutherland, Hazel	14
Program Management	Not For Profit, You Say! An Operations Manual for Canadian Non-Profit Organizations	Gahlinger-Beaune, Rosemary	235
Program Management	Organizing a Walk in Your Community	Community Volunteer Centre (Ontario)	150
Program Management	Partnerships: Non-profit Organizations and Corporations Working Together	Spieß, Karen and Robertson, Lynda	35
Program Management	Resource Kit for Managers of Volunteers	Stallings, Betty	300
Program Management	Survival Skills for Managers	Wilson, Marlene	264
Program Management	Technology Toolkit for Not For Profit Organizations	Alberta Community Devel. & Wild Rose Foundation	150
Program Management	The Canadian Code for Volunteer Involvement - New and Revised 2006	Volunteer Canada	18
Program Management	The Canadian Code for Volunteer Involvement - Training and Consultation Guide	Volunteer Canada	0
Program Management	The Canadian Code for Volunteer Involvement: Volunteer Management Audit -Training and Consultation Guide		0
Program Management	The Employee Handbook for Organizational Change: Facing the Problems; Finding the Opportunities	Pritchett, Price and Pound, Ron	40

<i>Topic</i>	<i>Title</i>	<i>Author /Editor</i>	<i># of pages</i>
Program Management	The Idea Book: A Celebration of Innovation in Non-Profit Organizations	The Peter F. Drucker Foundation for Canadian Nonprofit Innovation	150
Program Management	The Idea Book2: A Celebration of Innovation in Non-Profit Organizations	The Peter F. Drucker Foundation for Canadian Nonprofit Innovation	316
Program Management	Time Management: Skills Program for Management Volunteers	Government of Canada	80
Program Management	Value Added - Workbook	Volunteer Canada	0
Program Management	Value Added - Workshop Curriculum	Volunteer Canada	0
Program Management	VIVE Volunteers Involving Volunteers Effectively	Volunteer Canada	0
Program Management	Volunteer Connections: Creating an accessible and inclusive environment - Training Guide	Volunteer Canada	0
Program Management	Volunteers in the Arts and Heritage: Building Effective Board and Volunteer Programs in Cultural Organizations	arts-ottawa.on.ca	13
Program Management	Volunteers Working Together: Skills Program for Management Volunteers	Government of Canada	124
Program Management	Well-Centred: Policy Development for Volunteer Centres, 2nd Ed.	Linda Graff	105
Program Management	Working in Partnership: Recipes for Success	Alberta Community Development & Wild Rose Foundation	20
Risk Management	Asking the Right Questions: Risk Management and Insurance Protection for Volunteer Organizations	Volunteer Centre of Calgary	9
Risk Management	Better Safe ... Risk Management in Volunteer Programs and Community Service	Linda Graff	200
Risk Management	Beyond Police Checks	Graff and Associates	152
Risk Management	By Definition: Policies for Volunteer Programs, 2nd ed.	Graff and Associates	90
Risk Management	Developing Effective Policy on Screening: Before you hire; the Hiring process; The working volunteer	Volunteer Canada	
Risk Management	Legal Liability and Risk Management: Understanding Director's Liability	Volunteer Canada	6
Risk Management	Lessons Learned: A Guide to Implementing Volunteer Screening Within Municipal Recreation	Gov't of Ontario	24
Risk Management	Managing Special Event Risks - 10 Steps to Safety	Nonprofit Risk Management Centre	54
Risk Management	Safe Enough? Reviewing Your Screening Practices	Volunteer Canada	48
Risk Management	Safe Steps: A Volunteer Screening Process for Recreation and Sport	Volunteer Canada	120
Risk Management	Screening Handbook: Protecting Clients, Staff and Community	Volunteer Canada	200
Risk Management	Screening in Faith	Volunteer Canada	70

<i>Topic</i>	<i>Title</i>	<i>Author /Editor</i>	<i># of pages</i>
Risk Management	Screening Process: The Consultant's Guide	Volunteer Canada	45
Risk Management	Take the First Step: Understanding Volunteer Screening	Volunteer Canada	8
Risk Management	Taking Care: Screening for Community Support Organizations - Trainer's Guide	Volunteer Canada	50
Risk Management	The Law and Volunteer Board Members	Mary T. Satterfield; Karla K. Gower	12
Risk Management	The Season of Hope: A Risk Management Guide for Youth-Serving Non-Profits	Patterson / Oliver	156
Risk Management	Volunteers and the Law	Volunteer Action Centre of Edmonton	56
Risk Management	Volunteers and the Law in Alberta	Volunteer Alberta	28
Risk Management	What is Screening? Why Screen? Session Outline	Volunteer Canada	0
Voluntary Sector Analysis	A Call to Alms: the New Face of Charities in Canada	Andre Picard	56
Voluntary Sector Analysis	A Portrait of Canada's Charities: The Size, Scope and Financing of Registered Charities	Canadian Centre for Philanthropy	80
Voluntary Sector Analysis	Assessing Capacity to Support Volunteerism - Full Report	Alberta Network - CVI	0
Voluntary Sector Analysis	Building on Strength: Improving Governance and Accountability in Canada's Voluntary Sector, Final Report	Panel on Accountability and Governance in the Voluntary Sector	126
Voluntary Sector Analysis	Caring Canadians, Involved Canadians: Key Findings of the 200 NSGVP - Training guide	Volunteer Canada	0
Voluntary Sector Analysis	Community Forum Results	Alberta Network - CVI	0
Voluntary Sector Analysis	Community Forums Executive Summary	Alberta Network - CVI	0
Voluntary Sector Analysis	Community Survey Handbook: Exploring Community Views on Community Issues	Northern Alberta Development Council	59
Voluntary Sector Analysis	Examining Community Engagement in Faith Communities	Alberta Network - CVI	0
Voluntary Sector Analysis	Greater than the Sum of our Parts	Voluntary Sector Awareness Project	220
Voluntary Sector Analysis	Helping Canadians Help Canadians: Improving Governance and Accountability in the Voluntary Sector	Panel on Accountability and Governance in the Voluntary Sector	83
Voluntary Sector Analysis	Highlights from the 2000 National Survey of Giving, Volunteering and Participating	Volunteer Canada, Canadian Centre for Philanthropy, Gov't of Canada	6
Voluntary Sector Analysis	Highlights from the 2000 NSGVP	Volunteer Canada	0
Voluntary Sector Analysis	Participation of Urban Aboriginal People in Volunteerism in Alberta	Alberta Network - CVI	0
Voluntary Sector Analysis	Religion, Participation and Charitable Giving: A Report	Bowen, Kurt	48

<i>Topic</i>	<i>Title</i>	<i>Author /Editor</i>	<i># of pages</i>
Voluntary Sector Analysis	Reporting on the Benefits and Outcomes of Community Forums	Alberta Network - CVI	0
Voluntary Sector Analysis	The Canada Volunteerism Initiative - Report of the National Volunteerism Initiative Joint Table - Exec. Summary	Voluntary Sector Initiative	11
Voluntary Sector Analysis	Viewpoints: Report on the 2003 Forum on Volunteerism	Volunteer Canada	0
Voluntary Sector Analysis	Volunteerism in the Canadian Health Sector	Volunteer Canada	91
Voluntary Sector Analysis	Working Together: A Government of Canada Voluntary Sector Joint Initiative	Voluntary Sector Joint Initiative	69
Volunteer Management	Building Self-Esteem, 2nd Ed.	Barksdale	69
Volunteer Management	Campus Volunteerism: A Handbook and Case Studies	Volunteer Centre of Calgary	76
Volunteer Management	Chicken Soup for the Volunteer's Soul	J. Canfield...	363
Volunteer Management	Children as Volunteers: Preparing for Community Service, Revised Edition	Susan J. Ellis	65
Volunteer Management	Curing Terminal Niceness. . . A Practical Guide to Healthy Volunteer / Staff Relationships	MacKenzie, Marilyn	32
Volunteer Management	Dealing with Difficult Volunteers	MacKenzie, Marilyn	23
Volunteer Management	Facilitated Discussions: A Volunteer Management Workbook - Training and Consultation Guide	Volunteer Canada	0
Volunteer Management	Family Volunteering: A Discussion Paper	Volunteer Canada	20
Volunteer Management	Hospital Volunteers: An Important and Changing Resource	F.Handy; N.Srinivasan	7
Volunteer Management	How Do You Do? Volunteer Management		63
Volunteer Management	How to Delivery Dynamic Training: 77 Sensational Tips for Computer Instructors	Daina Bruners	96
Volunteer Management	In Praise of Canadian Women Volunteers: An Historical Look ...	Status of Women Canada	0
Volunteer Management	Recruiting, Retaining and Rewarding Volunteers: What Volunteers Have to Say	S.Phillips; B.Little; L.Goodine	8
Volunteer Management	Resource Kit on Volunteering	Brian Chow, Louise Reid	0
Volunteer Management	Secrets of Motivation: How to GET & KEEP Volunteer & Paid Staff	Vineyard, Sue	30
Volunteer Management	Teen Power: How to Develop a Teen Volunteer Program	Volunteer Centre of Metro Toronto	30
Volunteer Management	The Effective Management of Volunteer Programs	Marlene Wilson	197
Volunteer Management	The Great Trainer's Guide: How to Train (Almost) Anyone to do (Almost) Anything!	Vineyard, Sue	157

<i>Topic</i>	<i>Title</i>	<i>Author /Editor</i>	<i># of pages</i>
Volunteer Management	The Impact of Information and Communications Technology on Volunteer Management	V.Murray; Y.Harrison	14
Volunteer Management	The Volunteer Recruitment (and Membership Development) Book	Susan J. Ellis	152
Volunteer Management	Volunteer Connections: Creating an accessible and inclusive environment	Volunteer Canada	32
Volunteer Management	Volunteer Connections: New Strategies for Involving Older Adults (Training Guide also available)	Volunteer Canada	32
Volunteer Management	Volunteer Connections: New strategies for involving youth - Training Guide	Volunteer Canada	0
Volunteer Management	Volunteer Connections: Strategies for involving youth	Volunteer Canada	52
Volunteer Management	Volunteer Recognition Skit Kit	Arlene Grubbs; Evelyn Levine	120
Volunteer Management	Volunteering . . . A Booming Trend	Volunteer Canada	18
Volunteer Management	Volunteering . . . How to Build Your Career by Helping Others	Alberta Human Resources and Employment	48
Volunteer Management	Volunteering and Career Building: A Guide for Career Practitioners, Educators and Volunteer Managers	Alberta Advanced Education and Career Development	44
Volunteer Management	Volunteering and Mandatory Community Service: Choice- Incentive- Corecion- Obligation: Exploring the Theme	Volunteer Canada	20
Volunteer Management	Volunteering for Work Experience: Developing and Maintaining Employment Skills through Volunteer Work	Street, Lorraine	23
Volunteer Management	Volunteering Works! Be Part of Shaping Your Future	Volunteer Canada	28
Volunteer Management	Volunteering Works! Facilitators Guide to Youth Volunteering	Volunteer Canada	29
Volunteer Management	Volunteering Works! Parent's Guide to Youth Volunteering	Volunteer Canada	9
Volunteer Management	Volunteerism: Building Futures	Alberta Career Development and Employment	35
Volunteer Management	Volunteers: How to Find Them. . . How to Keep Them (Action Book)	The Vancouver Volunteer Centre	94
Volunteer Management	Volunteers: How to Find Them. . . How to Keep Them! (A Workbook)	Mike Haines	72
Volunteer Management	Youth Works! Creating and developing youth-led volunteer projects	Volunteer Canada	0