

## VBCPS

# 2011 Volunteer Coordinator Certification Training

Join fellow volunteer coordinators to improve your skills and earn certification as a Volunteer Coordinator! Topics covered in these stimulating interactive sessions include:

- Role of School Volunteer Coordinators
- Assessing Needs/Resources
- Recruiting
- Assigning
- Training
- Managing
- Recognizing
- Evaluating



**Wednesday, October 19, 2011**  
**4:30-7:30 p.m.**  
**School Administration Building**  
**Rm. 113**  
**2512 George Mason Drive**  
**Virginia Beach, VA**

*“The best way to build the number of volunteers and their hours is to be careful managers of the time already being volunteered.”*  
 - UPS foundation Volunteer Survey

Questions? Call Laura Smart, Partnership Coordinator  
 Office of Community Relations  
 Phone: 263-1799  
 Email: [lauraj.smart@vbschools.com](mailto:lauraj.smart@vbschools.com)

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**Registration Deadline: Friday, October 14, 2011**

Please return to Mary Flannery,  
 Office of Community Relations  
 School Administration Building  
 2512 George Mason Drive  
 Virginia Beach, VA 23456  
 Fax: 263-1009

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 Name  
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 School  
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 Cell Phone  
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 E-mail

Volunteer  
 VBCPS Staff

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If Staff, Wise #