



The Double Tree Hotel Somerset, NJ
MAY 28TH, 2008
7:30 a.m. – 4:00 p.m.



PRESENTED BY

**NJ Secretary of State Nina Mitchell Wells
&
The Governor's Office of Volunteerism**

FEATURING

Keynote Speaker



**DAVID L. COHEN,
Executive Vice President, COMCAST**

***Why Corporate Volunteerism?
Perspectives from an Advocate for Service***

SPECIAL PANEL MODERATED BY:

Steve Aduato, Ph.D.
Emmy Award-winning Anchor, Thirteen/WNET (PBS)
Author, "Make the Connection"



Corporations that Care: A Panel of Corporate and Non-profit Leaders Share their Experiences in Bringing the Two Sectors Together

Non-profit organizations seek to engage business volunteers in the mission and work of their agencies. Corporations seek non-profit agencies with which they can partner for the benefit of their communities. How can they form partnerships that will flourish? What are the expectations and limitations of these collaborations? Steve Aduato, of Caucus NJ, will lead a dynamic discussion among corporate leaders who have successfully made the "business case" for volunteerism and non-profit leaders who have experienced the benefits and challenges of engaging corporate volunteers in small agencies. You may be surprised at what they have to say to each other.

WORKSHOP DESCRIPTIONS

Please note that as the conference date gets closer, workshops may be added or deleted based on registrations. You may change your selection once all workshops are finalized!

1. Minimizing Conflict to Increase Performance: Working with Challenging Personalities (AM and PM SESSIONS)

Effectively managing volunteers takes knowledge, skill and patience. Gain insights to defuse conflict and enhance volunteer performance. Topics of discussion will include communication techniques, goal setting, boundary identification and role clarification.

2. Public Private Linkages: Building Partnerships that Work (AM and PM SESSIONS)

Leaders from the private and public sectors will share best practices strategies for creating successful partnerships. Learn how to attract, motivate and sustain corporate volunteer support. You will also gain practical information that can be applied to your Employee Volunteer Program or your volunteer management plan.

3. Whose Job is it Anyway? Managing Volunteers & Paid Staff (AM SESSION)

Staff and volunteers ... Creating meaningful tasks for volunteers without undervaluing employee performance. This workshop will help managers to foster a collaborative instead of competitive working relationship among paid staff and volunteers.

4. Donations Management (PM SESSION)

Donations Management - How to prevent a second disaster - Representatives from NJ's Donations Management Team will address issues regarding the management of donated goods in the aftermath of a disaster and discuss how the volunteer community will play a vital role in the coordination of the distribution of donated goods.

5. "Cooperation during Crises - Partnerships in Response to a Disaster" (AM SESSION)

Learn what New Jersey is doing to prepare for disasters and gain a better understanding of disaster services work by exploring the four phases of emergency management: **Preparedness, Response, Recovery and Mitigation**

6. Developing Volunteer Resources: 4 "R's" of Volunteerism: Recruitment, Retention, Recognition and Release (AM and PM SESSIONS)

Increase and strengthen your volunteer base. This session looks at developing a successful volunteer program by focusing these four essential components.

7. Show me the Money: Resource Generation (AM and PM SESSIONS)

People are often discouraged from generating funds in their communities because they believe their resources are limited. Learn how to identify where the financial base is strongest and use community networks in fundraising.

8. Liabilities and Risk Management (*AM SESSION*)

Why put yourself or your organization at risk? The presenters from New Jersey's unique Pro Bono Partnership will raise your consciousness on the issues of liabilities and risk management.

9. Mentoring: Mentoring Children of Prisoners (*PM SESSION*)

This session is designed for attendees who are currently operating or partnering with mentoring programs that serve children of prisoners. The purpose of the workshop is to increase the effectiveness of these programs. In this session, attendees will learn best practices for operating a mentoring program for children of prisoners based on the success of the Amachi model.

10. Governor Corzine's Crime Prevention Strategy: How can I get involved as a volunteer organization, a volunteer manager, or a volunteer? (*AM SESSION*)

Learn more about Governor Corzine's strategy to fight crime in New Jersey. Also learn how you can get involved and what you can gain from and contribute to the strategy. The plan addresses issues of enforcement, prevention and re-entry with an emphasis on reducing gang violence, violent crime and recidivism for those leaving prison. This workshop will also explore prevention services for children of incarcerated adults through the Amachi program.

11. Discover Ability: Engaging Volunteers with Disabilities (*PM SESSION*)

Everyone can volunteer! Often individuals with disabilities are viewed as recipients of service. This panel will provide you with ideas on how individuals with disabilities can contribute meaningful and fulfilling service to others while expanding their own horizons.

12. Arts, Culture and Historic Volunteerism (*AM SESSION*)

Volunteerism in the arts, culture, and history can enrich the lives of volunteers, the general public, and young people. Learn from some of NJ's premier programs and institutions how they have successfully cultivated a loyal and dedicated team of volunteers who both give and receive the bountiful gifts of art, history, and culture.

13. Anatomy of a Board Member (*AM SESSION*)

Whether you are a brand new board member or a long time officer of the organization, this workshop will clarify your responsibilities, examine your expectations and bolster your organizational "know-how." We will review the functions of a board and the multifaceted roles are the responsibility of board members, with special emphasis on what you can do to make your service more effective and what enhancers are available to make meetings more productive and fun.

14. Episodic Volunteerism: How to ride the wave of the new trend (*PM SESSION*)

Community service this way...Volunteer Here...It's that time again, the holidays are approaching - Let's Volunteer! ... A Young Professionals Service Event! Are these common in your organization? Do you get an influx of volunteers at certain times of the year? This workshop will help you understand episodic volunteerism and help you manage, survive and work with this new trend of volunteerism.

**15. They're out there but where?: How to find and engage Baby Boomers & Seniors
(PM SESSION)**

Volunteerism is not just for the young. Individuals over 50 are vital and bring a wealth of knowledge and experience when engaged in service to others. Learn how to develop meaningful opportunities that attract, stimulate and motivate baby boomers and older adults to serve.

**16. Mandatory Community Service: Should this be a Graduation Requirement?
(AM SESSION)**

With the new possibility of making community service a graduation requirement for high school students, are you as a volunteer service provider or recipient ready for the possible influx of volunteers? Learn ways to make this beneficial for your organization as well as beneficial for the students by exploring service learning as an avenue to foster and nurture the relationship between your organization and the new mandated volunteer. Is it really volunteering if you are receiving credit?

17. Announcing 2009 Funding Opportunity: How to apply for AmeriCorps, Senior Corps and AmeriCorps VISTA Funding (PM SESSION)

How can non-profit agencies tap into the federal resources of the Corporation for National and Community Service? Learn how you can bring members of AmeriCorps, VISTA and the Senior Service Corps to support your vision and enhance your work.

18. Governmental Employee Volunteer Programs (PM SESSION)

This workshop will introduce participants to the various programs that are offered in many departments of state government. Participants will discuss ways to partner with and utilize the resources offered through these programs.

19. National Incident Management System (NIMS) (PM SESSION)

This workshop provides an overview of the National Incident Management System and the Incident Command System, providing the attendees with an understanding of how these concepts work to serve us, from the national to the local levels of government in times of natural, global, and criminal disasters.

20. The Ethics of Volunteerism (PM SESSION)

Have you ever been frustrated with a volunteer? Do you have thoughts like ***“it’s easier to just do it myself...”*** or ***“volunteers just have no work ethic... they want to show up whenever it’s convenient for them?”*** Then this session is for you! We will discuss techniques for communicating the importance of ethics in every volunteer setting. We will share ways to help your volunteers to value your mission and their commitment.

21. You Wanna Bet? : What does the law say? (PM SESSION)

Hear from the Board of Legalized Games of Chance Control Commission and the Charities Registration Section of the Division of Consumer Affairs as they discuss laws that can affect your organization.

22. Reaching Diverse Populations to Volunteer (*AM SESSION*)

New Jersey is one of the nation's most diverse states. Does your volunteer base reflect this diversity? This dynamic panel will help you identify ways to reach and engage untapped populations, non-traditional volunteers and community members from various groups who want to but may not know how to get involved.

23. Every Success Story Has a Mentor (*AM SESSION*)

Almost everyone has benefited from a mentor who has taken an interest and has been a role model in our education and careers. There are so many young people today who would love to have a caring adult in their lives. This workshop will provide guidance on the benefits and challenges of mentoring programs. Hear the inspiring stories of how mentors can change the lives of mentees. Learn about recruitment, background checks, and organizing the mentors and mentees so that neither is disappointed.

24. Cop 2 Cop and Vet 2 Vet: Do you recognize an unmet need in your community? Do you want to start a program to meet that need? (*PM SESSION*)

This workshop highlights the **Cop 2 Cop** program. Hear how this program started out of a community need, how it has become a national model, and how it led to a spinoff program, *Vet 2 Vet*. Also learn how the people you serve can become your volunteers and tell your story. This program provides intervention and emotional support for police officers, war veterans and their families.



**Governor Jon S. Corzine
Secretary of State Nina Mitchell Wells
New Jersey Department of State, Governor's Office of Volunteerism**

Present

Volunteer NJ! Discover the Possibilities...

Conference Registration

Goal

To provide practical information that will empower individuals, support agencies and encourage corporate social responsibility for the advancement of communities in New Jersey.

Date/Time

Wednesday, May 28, 2008, 7:30 a.m. – 4:00 p.m.

Registration Begins: 7:30 am

Opening Plenary: 9:00 am

AM Workshop Session: 10:30 am – Noon

PM Workshop Session: 1:45- 3:15

Registration Fee

Youth	\$25
Early Bird	\$55 (Before April 25 th , 2008)
Regular	\$65
On-Site	\$80

Location

**Double Tree Hotel
200 Atrium Drive
Somerset, NJ 08873
(732) 469 - 2600**

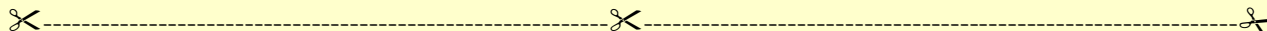
For additional information and workshop descriptions please visit our web site at:

<http://www.state.nj.us/state/>

Completed Registration Form and Payment due no later than May 20, 2008.

Payment or voucher must accompany registration form

REGISTER EARLY: SPACE IS LIMITED



Governor's Office of Volunteerism Registration

Please copy this form for each registrant.

Name: _____ Title: _____

Organization: _____

Address: _____

Tel: _____ Fax: _____ E-Mail: _____

Enclosed is a check in the amount of _____ made payable to the *Treasurer State of New Jersey*.

Please indicate any dietary restrictions or other special needs: _____

Please indicate any accessibility needs: _____

Please Indicate Workshop Preferences: AM _____
PM _____

Contact: Please direct all questions to **Rowena Madden or Sabrina Nelson 609-633-9627.**

Please mail your check or money order and completed registration form to:

NJ Department of State
Governor's Office of Volunteerism
P.O. Box 459
Trenton, New Jersey 08625-0459
ATTN: GOV Conference

