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## Dragons' Den Star Levi Roots Spiced Up Local Jobs Fair



Levi Roots

Over 450 visitors looking for employment savoured the advice and inspiration of Reggae Reggae Sauce creator Levi Roots at the Works 4 You! Jobs & Careers Fair.

The free event took place at the Novotel London West on March 18 and began with opening remarks by Marion Schumann (HFVC Director), Andy Slaughter MP, Greg Hands MP and Michael Sloan (Novotel General Manager). The event gave both employed and unemployed people a chance to meet face-to-face with a room full of employers and employment experts. The event also included a CV clinic and the following workshops: Six Steps to Developing a Better Business, Self Employment Information and Advice, Introduction to Slivers of Time, Getting into Social Work and Careers in Broadcasting.

While Levi Roots drew a large crowd, the real stars of the events were the volunteers. The event wouldn't have been possible without them and everyone remarked on their professionalism.

**Read more about the event on page 8.**

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## In Their Own Words: Marion Schumann, HFVC Director

*The Works 4 You Jobs & Careers Fair was excellently organised, and I was impressed with the attention to detail and the diversity of exhibitors and the attendance from the public. It was also a good that we had 2 local MPs there, namely Andrew Slaughter MP and Greg Hands MP, and Levi Roots.*

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## Staff News

Sadly we have to say goodbye to a staff member, whose project funding came to an end. Jennie Gillions, the Project Co-ordinator for the NCD Volunteering Project since July 2006, left the organisation in March. Jennie helped to make the NDC Project a success, by engaging North Fulham residents in volunteering training and employment. Jennie also played an instrumental role in the organisation newsletter and the development of the new organisation website. We wish her well.

Read more about the NDC Project on page 4.

## New Project to Support Youth With Mental Health Issues

The Youth Mentoring Mental Health Volunteer project started at the end of January 2008. Since it began, we have had a high volume of young people interested in volunteering with the project. The external organisations involved with this project have also welcomed the idea and been extremely supportive.

16 mental health mentors have already been recruited and trained to work with the 30 mentees referred from various mental health services across the borough. We would like to say a big thank you to all those who have supported the growth and development of the progress of the project!

For more information, please call Donna Cato on 020 8741 9876 or email [donna@hfvc.org.uk](mailto:donna@hfvc.org.uk).

## Launch of New Website

Visit [www.hfvc.org.uk](http://www.hfvc.org.uk) to see the Volunteer Centre's new, revamped website. Congratulations and thanks go to Celia Jones and Jennie Gillions, who designed and developed the website.



To comment on the website, email the web team



*"[Volunteering] really has changed my life – I couldn't recommend it highly enough."*

Welcome to the Hammersmith and Fulham Volunteer Centre website.

Whether you want support with getting volunteer work, finding a job, building your skills through training, developing your organisation or involving your business in the community, you can find all the information and advice you need right here.

*"Empowering the Capital's communities through volunteering, employment and training"*

Want volunteers for your organisation? Click here to register your opportunities

Latest News:

Works 4 You! Jobs Fair

18th March 2008

Click here for information

Latest volunteer vacancies:

Activities Volunteer, Hanover Housing

Web Assistant, Connections Communications Centre

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## Volunteers Brave Boat Race Rain

On Saturday 29<sup>th</sup> of March, London hosted the 154th annual Putney to Mortlake boat race between the Universities of Oxford and Cambridge. Knowing that this would be a popular event, the local council invited the Hammersmith and Fulham Volunteer Centre to help marshal the events in Bishops Park and Furnival Gardens.

Despite the heavy rain, 40 volunteers of all ages and from all sections of the community came to help out on the day. Jeffery, a volunteer that organised HFVC's role in the event, said: "It was a real reflection of London's integral community."

It wasn't all hard work though, as volunteers were also able to join in the fun watching the two crews race past and then watching the rest of the event on the big screen. Doreen, a staff member who helped out on the day, said of her experience: "Despite the unfortunate weather I still had a lovely time volunteering at the boat race. The team I worked with were great and it was lovely working alongside people from all over the world. Hopefully the next boat race to be held in Hammersmith will be on a sunnier day!"

Fun was had by all and there are plans to return next year - hopefully with better weather. Please contact us on 020 8741 9876 if you'd like to join this or any other event, meet other people within the community, and enjoy a great day out.



Volunteers and Hammersmith and Fulham Volunteer Centre staff members (Marion, Doreen, Jenny)

## Bidding Farewell to North Fulham NDC Project



**NDC end of project party: Vickie, NDC Project Co-ordinator Jennie, NDC Project Centre Co-ordinator, Lorraine, Lone Parents Co-ordinator Libby, Ahmed, Siham (and Yasmina), Adriana**

Last month the residents of North Fulham waved goodbye to the New Deal for Communities (NDC) Volunteer Project at a farewell party at the NDC Project Centre. With funding coming to an end, the project has drawn to a close after a successful four years in the area. Over the years the NDC Volunteering project has helped NDC residents to get involved with volunteering, access training opportunities and find paid employment. In addition to these services, the project has been involved in local events including the Fulham Festival and the Christmas Fair and has run other popular events for residents such as a weekly Book Club, the Annual Award Ceremony, nutrition information days and a Jobs Fair.

## What's Next?

NDC residents will be happy to know that they can continue getting the assistance that they received through the NDC Project (whether it is employment advice, volunteering placements or training opportunities) through a new project called PETE. In addition to the services offered through NDC, PETE also offers business support. For more information, please call Celia on 0208 741 9876 or email [celia@hfvc.org.uk](mailto:celia@hfvc.org.uk).



**NDC staff and volunteers: Dominik, Vanessa, Libby and Jennie**

## HFVC Project Works for Lone Parents

For the last 3 years the Hammersmith and Fulham Volunteer Centre has been working in partnership with Job Centre Plus, Links At Work and the Early Years Service to manage the Lone Parent Network. Sadly, due to funding, the project came to an end on the 31<sup>st</sup> March 2008.

Lone Parents registered with the HFVC to get help with finding volunteering and training opportunities, as well as getting help with CVs, application forms and interview techniques. Over 170 lone parents registered on to the project, with many of them securing jobs and gaining qualifications in areas such as IT and childcare. Popular amongst the lone parents was the Personal Development training course that covered areas such as confidence building, skills analysis and being assertive. Many lone parents finished this training with a greater belief in themselves and their abilities.

Feedback from lone parents about the project has also been positive. One lone parent stated that “[The project has] been helpful in every way, really encouraging me to keep going, to keep looking for a job, and to keep believing that something will come up.” Another lone parent who found employment said, “The Volunteer Centre staff were very helpful. [They] helped me get in touch with Jobcentre Plus and notify them that I would be coming off benefits and going into employment. All in all, I’m looking forward to my new job.”

Fortunately, lone parents still wishing to get support with overcoming barriers to employment are able to register on to the White City Area Programme. For more information on this project, please call Libby on 020 8741 9876 or email [libby@hfvc.org.uk](mailto:libby@hfvc.org.uk).



Lone Parent Network Co-ordinator Doreen at recruitment event

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## Free Workshops Being Offered for Small Businesses

Understanding how contract opportunities can be won and winning contracts with the public and private sector is very important for small business survival, but this is often seen as a complicated and lengthy process. In partnership with the Hammersmith and Fulham Volunteer Centre, Nichols Agency Limited is offering two free workshops that are designed to explore and clarify this process.

**Introduction to Tendering and New Opportunities-** This workshop is suitable for those who wish to apply for contracts below the European Union procurement threshold and will include: how to find public sector opportunities, advantages and disadvantages of working with the Public Sector, the requirements of successful tendering including policy information, outline of the tendering process and where to find extra help.

**Technical Guide for OJEU Tendering-** This workshop is suitable for those companies who have had some previous experience in tendering with the public sector and are looking to increase the size of contracts they are applying for, or looking to apply for OJEU published tenders and wish to develop an advanced understanding of the tendering process. The contents of the workshop will cover: how to find opportunities, policies and procedures required, EU Procurement Directives, and the tender procedure

For further information, please contact Doreen/Celia on 020 8741 9876.

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## Here to Help With HR

In partnership with CaVSA, the HR Advice and Guidance Project is offering a series of Masterclasses between March and June. The first one focused on recruitment and selection, covering topics such as: ensuring the fairness of the selection process, drawing up an appropriate job description, the importance of selecting using the criteria required, preparation and fairness in the shortlisting, and the interview itself. The second Masterclass is scheduled to take place on April 17th and has also already generated a lot of interest.

Participating organisations have found the guidance provided through these classes to be extremely helpful. For further information about how your organisation can benefit from the project's services, contact Jenny Melrose at [jennym@hfvc.org.uk](mailto:jennym@hfvc.org.uk), phone 0208 600 2277.

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## Business Volunteering Is New Way Forward

The Business Volunteering Project (BVP), which aimed to improve the effectiveness and sustainability of community and voluntary organisations, finished this past March. Through funding from Capacity Builders, BVP worked in partnership with the Hammersmith and Fulham Refugee Forum (HFRF) and the Hammersmith and Fulham Black Minority Ethnic (H&F BME) to provide participating organisations with volunteers from the business sector.

This project was highly successful in making numerous RCOs and BME groups aware of both the possibilities that volunteers offer and of the policies and regulations they should comply with. On a larger scale, there is a raised consciousness about the possibilities of this type of volunteering and about the existence of these organisations in Hammersmith and Fulham.

While the project has come to an end, we are continuing to provide businesses with employee volunteering opportunities. For more information, please contact Doreen by calling 020 8600 2275 or emailing [doreen@hfvc.org.uk](mailto:doreen@hfvc.org.uk).

## Youth On the Horizon



**Youth volunteer at challenge**

This year sadly marks the end of our hugely successful Millennium Volunteer Programme. Millennium Volunteers, a volunteering programme for 16-24 year olds has been running in Hammersmith and Fulham since 2001 and seen over 800 young people pass through it.

- Young people from all walks of life have volunteered throughout the borough with organisations such as Hammersmith Hospitals, the Youth Offending Team, Play Service, Youth Clubs and Schools, HAFAD, Elderly Care Homes, Active Planet, Fulham Football Club and QPR Study Support, British Red Cross, Community Radio Stations to name but a few.
- Innovative youth volunteering projects have been delivered in Dance and Music, Fashion, Magazine Production (Youthanize), befriending for young refugees, photography, film, disability mentoring and sports coaching. These projects have not only provided the young people with essential employment skills but have helped support the local community.
- One-off challenges have included art murals in various locations around the borough, river clean ups and conservations days at Wormwood Scrubs and at the end of 2007 the Youth Committee organised the very successful Future's Finest Talent Show attended by over 300 young people in Hammersmith Town Hall.

But the end is not in sight yet for youth volunteering in the borough... not only is the Youth Un-Ltd (the Lottery Funded Youth Project) still around until the end of 2008 and a new youth volunteering project funded by John Lyons Foundation running across Brent and H&F just starting up but we will be part of a pan West London V project.

The West London V project which will be working with young people across 6 west London boroughs. The V involved team will be in post by June 08 and will employ two staff in Hammersmith and Fulham to work across Hammersmith and Hounslow, both supporting young people to volunteer and supporting organisations and the public sector to set up new and innovative volunteering opportunities for young people.

If you are 16-24 and would like to volunteer, be part of our Youth Action Team or have an idea for a youth project OR an organisation that is interested in finding out about how we can support you to support young volunteers, please contact the Youth Team on [youthmail@hfvc.org.uk](mailto:youthmail@hfvc.org.uk) or 0208 741 9876. Ask for Karen, Ember or Nnenna.



**Fulham Palace Gardens volunteer challenge**



**Andy Slaughter MP, Marion Schumann (HFVC Director), Greg Hands MP and Michael Sloan (Novotel General Manager)**



**Caroline Berry, Human Resources Executive from the Sheraton Park Lane Hotel, offers career advice to a visitor**

## Thank You to Works 4 You Contributors

### Sponsors:

London Development Agency, Links at Work, Hammersmith and Fulham Volunteer Centre, Tomorrow's People, Polish Express, Business Enterprise Centre, Nichols Training, New Deal for Communities, Notting Hill Housing Group, Starbucks, Hammersmith and Fulham Council, Education Business Partnership and MCVities

### Exhibitors:

Acton Training Centre, Admiral Group, Amey Plc, Brent into Work, Brilliant Women, British Broadcasting Corporation (BBC), Brown Coco Natural Products, Business Enterprise Centre, Care UK, Childrens Information Service, Cognitive Studies Trust, Connexions, Dress for Success, Education Business Partnership, FedEx Europe, Forever Living Products, Greater London Volunteering, Hammersmith and Fulham Action on Disability, Hammersmith and Fulham Chamber of Commerce, Hammersmith and Fulham MIND, Hammersmith and Fulham Volunteer Centre, Hammersmith and West London College, Her Majesty's Inland Revenue, Home Assistance Services, Imperial College Healthcare NHS Trust, Inner Space Meditation, Job Centre Plus, Mary Kay, Met Police, Monk School of Motoring, Music Plus, Nichols Training, Notting Hill Housing, Park Royal Workforce, Ravenscourt Theatre, Red Kite Learning, Romanca Society, Servite Houses, Slivers of Time, Smoking Cessation Services, SPEAR, Starwood Central London Hotels, Staying Put Services, Teenage Pregnancy Unit, The Polish Express, Third Age Foundation, Tomorrows People, Vision Radio, West London Network/Business and the White City Area Programme

### Workshops:

Humphrey and Shirley Sherwood from Action International, Sherman McLeod from HM Revenue and Customs Advice Team, Tonye Minadiri-Brown from Slivers of Time Working, Julie Wardle from the Department of Health, DJ Elayne Smith from Colourful Radio

