

MiVAC Volunteer Coordinator AGM report 2022

The following is a summary of the Volunteer Coordinator activities undertaken over the reporting period:

- In relation to the management of the Volunteering process, the Committee has recently undertaken the following:
 - Review of Volunteer Policy & Procedure Manual
 - Establish Volunteer Expression of Interest Application form
 - Implement an On-line EOI Volunteer Application process
 - Review of Volunteer Pre-Departure Checklist
 - Establish a volunteer Pre-Deployment Medical Assessment process
 - Establish a volunteer database
 - Establish a volunteer Gant chart to assist in the management of in-country volunteers
 - Review of the Volunteer Administrative Expenses process
- We have been contacted by several members offering to provide in country support in anticipation of the recommencement of MiVAC activities in VN.

In coming months, we intend to undertake the following:

- Call for EOIs from existing members to fill identified in-country (and other) positions
- Assist in the coordination of volunteers into and out of VN
- Assist the MiVAC Board to broaden the awareness of MiVAC across ex-service and other likeminded associations