

OFFICES AND FACILITIES

Join the dozens of outreach services, agencies, government departments that call the Centre home as they travel throughout the SouthWest. Partner your visit with stop-overs at similar venues in Northcliffe, Bridgetown, Pemberton & Walpole and you have your entire lower SouthWest covered.

So, what do we offer?

WELL APPOINTED ROOMS FURNISHED WITH:

- ☑ Two client chairs & an ergonomic seat for yourself
- ☑ A lockable cabinet to store your private items
- ☑ Complimentary internet
- ☑ Telephone & voicemail*
- ☑ Business hours reception service
- ☑ Tea & coffee facilities and lunch heating/chilling space
- ☑ Access to atrium, when unattended

Our specially designed GLENORAN COUNSELLING ROOM features sound proofing, lounge style seating arrangement, window overlooking atrium and the sound of our trickling waterfall. The counselling room shares a door with our YANMAH OFFICE. This provides a great option for mediation sessions, multiple staff from one agency taking appointments or your own private reception.

That need to educate small groups can be fully catered for by using our TRAINING ROOM equipped with computers, internet and free use of digital projector *if requested at booking*. After business hours, the room can be transformed to incorporate the net lounge and cater for larger groups of up to fifteen.

Items that may be arranged for an additional fee...

- ☑ Parking
- ☑ Stationery Stock
- ☑ Catering

* (call costs apply)

☑ Parking is limited - please ask at booking. Items available for purchase from office & full range orderable through our guest services, catering must be booked 24 hours prior.

☑ A minimum of 24hr notice of cancellation must be given or full facility booking fees are applied.



MANJIMUP.ORG.AU

VOLUNTEER AND RESOURCE CENTRE *Mission Statement*

Manjimup Volunteer & Resource Centre provides an effective network for volunteers and community groups to access information, skills, training and mentoring within our community. The Centre also fosters partnerships with human service agencies and organisations.

OUR OPERATING HOURS ARE:

Monday to Friday
9.00am to 3.00pm

45 Rose Street, Manjimup WA 6258
PO Box 314, Manjimup WA 6258
Ph: +61 8 9777 2774
Fx: +61 8 9771 8354
Email: info@manjimup.org.au
Web: www.manjimup.org.au

PROUD TO BE SUPPORTED BY:



NEED SOLUTIONS?

Visit us today!



VOLUNTEERING
ROOM HIRE
ADMIN SERVICES
COMMUNITY SUPPORT
CENTRELINK AGENCY
VETERANS' AFFAIRS
INTERNET
MEETING SPACES
VIDEO CONFERENCING
TRAINING
BROCKMAN PICTURES
LITERACY
NEIGHBOURHOOD WATCH
COMMUNITY BUS



MEMBERSHIP APPLICATION

NAME OR ORGANISATION:

POSTAL ADDRESS:

PHONE:

FAX:

EMAIL:

MEMBERSHIP TYPE:

PLEASE CIRCLE

PLEASE SEE DEFINITIONS OVER PAGE

INDIVIDUAL	ANNUAL
CENTA CLUB AFFILIATE MEMBERSHIP	\$11.00***
VOLLE CLUB, REGULAR	\$110.00**
VOLLE CLUB, REGULAR	\$55.00**
VOLUNTEER GROUP & AGENCY	\$11**
AFFILIATE	FREE
LIFE	FREE

LIFE MEMBERSHIP IS BY INVITE ONLY

***PLEASE COMPLETE A VOLUNTEER FACT FILE & PROVIDE INSURANCE CURRENCY CERTIFICATE IF YOU WISH TO HAVE VOLUNTEER REFERRALS

***GOLD COIN DONATION FOR HCC OR HARDROP

SIGNED:

DATE:

BEFORE SIGNING, PLEASE READ THE MEMBERSHIP SECTION

FOR ORGANISATIONS ONLY:

NOMINATED CONTACT:

(THIS PERSON WILL HAVE VOTING RIGHTS WITH ORGANISATIONS FINANCIAL MEMBERSHIP)

ADDITIONAL CONTACTS:

WELCOME TO THE MANJIMUP VOLUNTEER AND RESOURCE CENTRE

Situated in Manjimup's cbd, a leisurely four hours south of Perth, our centre promotes the concept of supporting people and community to remain self reliant. This is reflected through our engagement programmes, accessible & low cost facilities and participation in all aspects of community life.

As a not for profit, incorporated association with a charitable aim working together to strengthen our community. As a charitable association, we are reliant on grants and funds raised from services such as office and admin access and contracts with many local, state & federal agencies.

VOLUNTEER TODAY!

We can match you with the organisation that you love. Indoors or outside in the sun, we have so many opportunities you are guaranteed to find something you love.

It is free and you will meet new people and make some great friends whilst helping out everyone in Manji and our surrounding towns.

We can also help research training, funding and information for yourself or your volunteer group.

To supplement our volunteering program, as the managers for the Shire of Manjimup **COMMUNITY BUS** we can assist the planning of your events and outings.

ADMIN SOLUTIONS

If you have admin problems then we've got the admin solutions. We have long been trusted by groups and agencies to look after their copy, printing, binding, laminating, data entry and design needs. We also specialise in resumes and data entry and have a wide range of projection, tv, recording and whiteboards available for hire.

MEMBERSHIPS

As a charitable association, our members are the heart of our operations. We have an Individual membership for anyone who supports the objects of the association. Volunteer Groups may opt to have a regular or VolleClub memberships. Both entitle the user to volunteer referrals or placement, newsletters, support and FactFile display. VolleClub Members are entitled to one free room hire per calendar month – see overview for an application. Agencies that support our ideals and objectives may have regular or Affiliate CentaClub Membership. CentreClub Members are entitled to receive room hire at the discounted volunteer group rate.

*Affiliate members are not given voting rights but it is a great option for some of our room hires. Application approval may take up to 4 weeks but is backdated to application date.

COMMUNITY ENGAGEMENT

We have a 10-year history of providing support and self-empowerment opportunities to individuals and community groups.

Our prominent funded programme is Volunteering however **WORK FOR THE BALE & DEPARTMENT FOR JUSTICE PLACEMENTS** have long been under our operation. This has been an ideal opportunity for us to help Mrs Barton at CWA put up her cake stall and Pam & Pat arrange the street for the Cherry Festival. Our placements keep growing and opportunities announced by government will greatly aid a community reliant on non-paid workers and volunteers.

Our onsite **CENTRELINK & VETERANS AFFAIRS** agencies ensure that we can provide a range of information access points, brochures, form lodgment, resume assistance and related government service phone use.

Do you know someone who needs a bit of help adding up? Is written or spoken English not quite their thing? Our **LITERACY, NUMERACY & ENGLISH AS A SECOND LANGUAGE** programme connects clients with volunteers. This is a free personalised and individual tuition programme.

Can you name 5 people in your street? If you answered NO then **NEIGHBOURHOOD WATCH** is definitely for you. We link you up with your neighbours by providing you with useful information and giving your feedback on key issues to the local police & government reps. Each participant receives pens, pads, booklets and a sticker collection for your house & rubbish bin as part an introductory goody bag.

We also support local businesses with regular newsletters and security gifts throughout the year. Our adoption of the Keeping our Kids in School programme was rolled out as a direct result of the Neighbourhood Watch success.

Neighbourhood Watch represents a partnership between the Manji Community Safety & Crime Prevention Committee and the Volunteer & Resource Centre under our Help a Neighbour scheme.

Playing at least one Friday a month, **BROCKMAN PICTURES** screens the latest release or special interest films and hold awesome events during holiday periods.

What a better way to round off our Community Engagement is to say your party hard! - Don't miss one of our regular **EVENTS** especially during Volunteer Week and at the end of the year!

