

ADRAcare Menu

	Service	Description	ADRAcare Target Group	Quality & Risk Management	Contacts	Comments	Authority Level for Approval	ADRA Funding
1	graffiti program	By hiring the correct equipment such as high pressure cleaning equipment, and by asking local Councils or businesses to purchase the correct paint, volunteers remove graffiti from Council fixtures and local businesses	nil – community generosity	Care must be taken to check the Occupational Health and Safety aspects of using hired high-pressure equipment and chemicals		Some local Councils will provide supervision for volunteers	local church Board	No
2	post-hospital assistance	Volunteers approach Senior Management of the local hospital asking that the hospital advertise a community service to any patients who might need help post-release, with shopping, errands or cleaning while they are recovering	crisis	Optimally, two ADRAcare volunteers should visit together to avoid any possible charges of misconduct		A printed card might be made available to hospital staff, with a phone contact number for ADRAcare. Hospital staff should be encouraged by Senior Management to be on the lookout for people who might use the service, and to personally ask them if they would like to use the service	local church Board	Yes
3	crisis accommodation program for homeless youth	Church members, or other caring community members identified by ADRAcare, make their homes available to young people in crisis for up to 3 days while medium or long-term accommodation is found by the State Community Services Department. This is not a service for street-kids who	crisis, homeless youth	This program can only operate in conjunction with the State Department that looks after Community Services. It would be their job to correctly regulate the type of young person to use the ADRAcare service. ADRAcare volunteers who make their homes		It is important that this kind of service be teed up with the State Community Services Department, and that they strictly cull out street-smart young people who are too irresponsible to handle this kind of generosity * It is the job of Community Services Departments to locate suitable longer-term accommodation for kids in	Domestic Program Director – ADRA will need to approve plans before proceeding	Yes

		<p>are attitudinally not responsible enough to value the assistance given, but for 'early intervention' young people – kids who for the first time have been made homeless, or whose parents have met with misfortune</p>		<p>available would need to be hand-picked for their communication and personal skills, and receive training from a youth-accommodation charity * Crucially, ADRAcare volunteers must be carefully chosen. This kind of program is a magnet for child-molesters. Police checks are mandatory</p>		<p>crisis, and these accommodation options can sometimes take a few days for Department personnel to pin down * Some State Departments offer remuneration to families who offer this kind of crisis accommodation</p>		
4	<p>Trades and professional services to the needy</p>	<p>Tradespersons from the local church are asked to give up two hours per week to assist the needy, who would need to carry the costs of spare parts, but not the labour. Because labour is often the greater part of any trades work, the value to a person in need is enormous. Professional people with legal or accountancy skills offer their services free of charge to the needy for two hours per week. Alternately, other denominations are approached to get their trades and professional persons to become part of this ADRAcare service.</p>	<p>Poverty, crisis, single parent, indigenous, NESB, aged, unemployed, disability</p>	<p>Strictly only certified tradespersons should be allowed to go into the homes of disadvantaged clients – allowing home handymen to help creates huge legal risks. Professional people will best be able to help by having disadvantaged clients come to a church-based office, or their own company's offices.</p>		<p>Local existing charities will need to be given a card advertising the service and asked to give the card to their disadvantaged clients. If, for example, a single mum needs advice on buying a second-hand car, she would ring the ADRAcare service and then be linked to the appropriate mechanic. The same would apply if she needed repairs or a service. ADRAcare volunteers might need to directly explore with clients exactly what needs they have. To attract trades and professional people ads might need to be put in the paper, or a flyer sent to trades and professional offices, inviting them to come on board</p>	<p>ADRA Director – local Conference</p>	<p>Yes</p>

5	Pathfinders inclusive of disadvantaged children	The Pathfinder club designates a specific number of places in the club to children from disadvantaged homes	Poverty, single parents, indigenous, NESB	Care must be taken not to overload the club with too many places, thus losing the church ethos	Dean Platt – Mandurama Pathfinders (02) 6367 5076		local church Board	Yes
6	ESL classes for people from a non-English speaking background conversational English classes	If an SDA church is in the midst of a migrant area, an assessment of what the dominant migrant group requiring assistance would be made and English as a Second Language (ESL) classes run	NESB migrants	If a trained teacher with ATESOL qualifications or experience cannot coordinate the classes, the emphasis needs to be put on conversational English. This provides practice in every-day conversation between the volunteer and the trainee and provides a much needed practical use of the English language for new migrants	Chatswood SDA Church has run ESL for a number of years – Greg Harker (02) 9651 5445 Maxine Chatwin teaches ESL in Burnie and Devonport, Tasmania, and has great stories to tell (03) 6431 1443 (m) 0417 559 592 Gary Christian (02) 9489 5488 has the contact numbers for Jill Gordon-Thomson, one of the world's most experienced ESL teachers	It is easiest to consult with Migrant Resource Centres or other government agencies that teach English to NESB migrants. They will usually greet back-up for their training with open arms. They may also be a ready source for recruiting clients. Migrant communities also often have political lobby groups that will help advertise to prospective clients	ADRA Director – local Conference	Yes
7	migrant welcome programs refugee settlement program	Volunteers locate the addresses of new migrants in the country by working with ethnic organizations. Visits are made to new migrants in their home to help them become familiar with their new country via a warm and personal relationship between the volunteer and the migrant family	NESB migrants	Where the migrant's English is too poor for communication, churches that are ethno-specific should become involved, working with their own language group, particularly in metropolitan areas	Joan Eiszele in Hobart, Tasmania coordinates a refugee settlement program (03) 6228 1159	The refugee settlement program is currently federally funded and has some similarity to the migrant welcome program, but with extended material support for refugees. Volunteers could locate a government-funded organization in their area and assist it, or apply for government funds themselves. Migrant resource centres and language schools would normally be happy to accept volunteers to help their clients – these should be approached	ADRA Director – local Conference	Yes

8	computers for the disadvantaged	Volunteers approach local corporations and businesses and ask for their old computers at upgrade time. Computers are then given to selected needy families, particularly to those families that have young children who don't have computers at home to back-up what they learn at school	poverty, single parents, aged, indigenous, NESB, disability	Computers often will not come with legal software, so some cheap or free shareware equivalents should be added to computers, particularly word-processors, spreadsheets and databases		A supply of computers would need to be kept stored at the church for spare parts. It is easy to cannibalise computers to repair those that have been distributed. A person who knows how to fix computers can often be found in a church group, and this service can be offered along with the computers when put into needy homes	local church Board	Yes
9	computer training for the disadvantaged	Volunteers with good skills in software offer private evening tutoring to selected disadvantaged clients	poverty, single parent, indigenous, NESB, aged, unemployed, disability	This will mostly work best as a supplementary activity to strategy No. 8			local church Board	Yes
10	after-school tutoring for needy kids	Particularly effective for indigenous Australian children, additional tutoring after school is offered to any children who have literacy or numeracy problems	low literacy kids - from single parent families, poverty, indigenous, NESB, unemployed homes	This service is best done from a neutral venue such as a church but can be done in the home if the parent is present. The risk of pedophilia should always be kept in mind when accepting volunteers	Mavis Mangan (member of Ashfield, NSW church) worked in a homework centre for aboriginal kids from Redfern NSW – (02) 9799 5528		ADRA Director – local Conference	Yes
11	senior Pathfinders targeting recovering drug addicts	Young people aged 17-30 plan a once-monthly adventure-based day, with an emphasis on challenging outdoor activities, such as canyoning, abseiling, etc. Young people who have made a decision to stop using drugs are invited to join the church group in these activities. This allows a relationship of trust to be established	recovering drug-dependent youth	Adventure activities require a release form to be signed by participants, but also strict safety requirements which are available from Conference Youth Departments. Abseiling, for instance, requires approved abseiling instructors and age limits, and care would need to be	Elwyn Scale (member of Moe SDA church) runs Delhuntie Park in Victoria and has a wealth of knowledge dealing with adventure therapy, especially for troubled youth. He has worked in this area for 25 years (03) 5633 1688	Clients for this program can be found by leaving a card with telephone contact number with drug & alcohol workers (called AOD workers) who are usually employed by State government. If there is a rehab centre anywhere in your area, you might link with them and they can inform their clients of your service. Solid supports for recovering addicts are crucial to their success, and involving them in	ADRA Director – local Conference	Yes

		between the church group and recovering users. In between adventure events, the Senior Pathfinders would provide any needed supports for ex-users needed, such as small groups, or phone-availability when a listening ear is needed		taken to check the physical and mental state of all participants before embarking on any activity		non-ADRAcare group-related activities, such as Saturday night recreational activities, or mid-week small-group meetings is beneficial		
12	support your local charity	Charities are starved of excellent, committed volunteer forces, that can be counted on to support their work. ADRAcare volunteers make a solid and reliable commitment to a local charity, and then follow through with support over a 6 month or 12 month commitment period	All	The best charities are those that can offer volunteer training, however there are many others that are worthwhile that simply need very basic skills		The emphasis here is on exemplary volunteering. There are people who do volunteer for charities but who cannot be counted on to be rock-solid reliable simply because they are not getting paid. It is crucial that ADRAcare volunteers be absolutely reliable.	nil	No
13	Aunties and Uncles programs Grandparent programs for single parents	Married couples within the church, particularly those with young children themselves, 'adopt' the children of a single parent for a couple of hours per week, taking them off the hands of the single parents so that they have an opportunity to have a break from their kids Activities may be as simple as taking them to the beach for a couple of hours, or doing other recreational activities Older couples or singles' adopt' a child in a similar manner to that above	single parents, disability	This kind of program needs to be very aware of pedophiles, who will see it as an opportunity. It is best to use couples who have their own kids, and it is necessary to have police checks done		There are many single parents in the community – most volunteers would be able to find a single parent family on their street in most cities	ADRA Domestic Program director	Yes

14	enhancement of community gardens	the local Council is offered a service for a year or more in which volunteers are committed to beautifying Council-owned parks and gardens. This may take the form of doing landscaping with materials at Council cost, or putting in flower-beds to beautify an existing park	nil – generosity-based activity	The emphasis must be on a rock-solid commitment for the agreed period – gardening may only need to be every fortnight. A strategy for restoring flower-beds once the agreed time has finished is important eg replacing flower beds with matching turf or otherwise low maintenance gardens			local church Board	No
15	track-building or maintenance for national parks	a volunteer team offers free track-building or maintenance to a local national park, working under the direction of the National Parks authority	nil – generosity-based activity			The volunteer team will need to have relevant skills for maintenance and be trained in track building. National Park authorities will in some cases be happy to provide this training, otherwise they will know of people who are skilled and who might volunteer to train ADRAcare volunteers	local church Board	No
16	looking after a refuge garden	Volunteers make a commitment of at least a year to look after the gardens of a local refuge or group-home	homeless youth, homeless women, homeless men, disability	Great care needs to be taken in talking to women's refuges that only women work on their gardens, and that there be the strictest confidentiality kept regarding where the refuge is		Youth refuges, especially, find it difficult to get their occupants to do gardening, even though it is often a condition of staying at a refuge. The offer of help by volunteers will rarely be knocked-back	local church Board	No
17	food assistance for local charities	Charities that have accommodation centres or refuges have large food bills and often don't have the time to chase local food retailers to get fresh food that would otherwise be thrown out. An	homeless, disability	Care must be taken with food that is past its use-by date. Some charities are prepared to use selected foods which are out of date, while others will not			local church Board	No

		ADRAcare volunteer takes on the role of ringing local retailers for the local charity, teeing up the arrangements for food surplus items to be given						
18	fundraising for charities	Especially suitable for churches that have a number of corporate professionals as members, volunteers take various roles – marketing, public relations, legal, accounting, etc within a volunteer fund-raising organization that approaches potential corporate donors on behalf of selected local charities	All	Tax-deductible donations cannot be made out to ADRAcare and then passed on to another charity. All tax-deductible receipts for donations need to come directly from the charity being assisted		One such organization is GROW which specializes in self-help and mutual support groups for people in personal crisis. They can be contacted in all states – NSW (02) 9569 5566 WA (08) 9328 3344 Vic (03) 9890 9846 NT (08) 8945 4037 – fax only Tas (03) 6223 6284 QLD (07) 3394 4344 SA (08) 8231 6566	ADRA Director – local Conference	No
19	marketing units for local charities	A great way to learn marketing skills, a local charity is approached with an offer to do freelance marketing for their activities, on the proviso that all activities or printed materials pass scrutiny of the local charity's management	All			Charities are usually under-resourced, and marketing is one of the last things they can afford. If you have the ability to write a press release you may be very valuable to one	local church Board	Yes
20	ADRA Youth Ambassador	A program for young people aged 15 to 30 years. The Youth Ambassador maintains links with ADRA via an internet site and e-mail. This allows up-to-the-minute information on the work of ADRA. The role of the Ambassador is to take news of what ADRA is doing to the local	All (as well as ADRA's international target groups)		contact Rachel Gray at (02) 9489 5488	The program is publicity oriented, with presentations to local churches, local community groups, newsletters for doctor's surgeries etc.	local church Board	No

		community and local church						
21	chronic fatigue syndrome support group	Volunteers coordinate support groups for those suffering from chronic fatigue, using doctors who understand issues of chronic fatigue, nutritionists, herbalists etc for lectures followed by questions and discussions over afternoon tea	chronic fatigue		Heather & Clem Christian (02) 4973 3490 run an excellent chronic fatigue group in the Lake Macquarie area	Meetings can make good use of church facilities. Typically would run bi-monthly. suggestions concerning future speakers will generally come from those being assisted within the group	local church Board	Yes
22	suicide prevention support group	Especially needed in rural areas of Australia these groups in some cases may already be running but require extra volunteer support and coordination.	homeless and suicidal youth	This kind of program must only be done by volunteers who have involved themselves in government-funded suicide prevention programs. With experience and understanding gained in this forum, volunteers could venture into the area of support. Volunteers who do not gain the above experience risk doing more damage than good	Suicide Prevention Australia (02) 9211 1788 Australian Institute of Family Studies has resources on suicide prevention www.aifs.org.au/external/ysp/menu.html NSW Mental Health (02) 9816 5688 1800 674 200 ReachOut suicide prevention website – www.reachout.asn.au	The Federal government has put a good deal of money into suicide prevention. A call to the local hospital, particularly the mental health unit, will usually establish where support services already exist	ADRA Domestic Program Director	Yes
23	support group for families of drug-dependant young people	Volunteers coordinate a support group for parents of drug-dependent young people, bringing in various people from related health services for question-and-answer sessions, as well as making up-to-date materials on drug dependency available to the parents	drug dependency	This program requires coordinator skills moreso than counseling, simply because there is enough expertise in the community to help parents – it simply needs to be organized for the benefit of the parents		This program will need some ADRAcare money to fund books and videos that are up to date on drug issues	ADRA Domestic Program Director	Yes

24	parenting training	Volunteers deliver parenting training but in cooperation with local schools, who publicise and support the course	nil – only families from specified ADRAcare target-groups qualify for ADRAcare financial assistance – other families might be assisted by evangelism funds	This requires training before the delivery of such a course – this training might possibly be organized by your conference for a group. A back-ground in counseling is necessary	Relate-Enrich Counselling Centre is run by the Greater Sydney Conference – (02) 9874 9500 Relate Enrich has an Active Parenting course that requires some training of facilitators – the materials for this course can be reasonably expensive	Two good videos are by Ross – ‘How to really love your child’ and ‘How to really love your Teenager’ (\$70.00 each)	ADRA Domestic Program Director	No
25	abseiling instructors for young disadvantaged kids	Volunteers get abseiling instructor certificates and then organize Sundays where disadvantaged kids can be taken out bush and given some real adventure	poverty, indigenous, single parent, NESB, unemployed	It is wise to have a family history of the kids being assisted to gauge any problems such as epilepsy that could cause problems when abseiling		It may be easiest to offer your service to an existing charity who will have the contact numbers for their clients who are needy	ADRA Director local Conference – refer Youth Director at local Conference	Yes
26	trendy clothes for people in poverty	Volunteers who have good sewing skills and time on their hands would find trendy clothing patterns, and make clothing to give to kids in poverty	poverty, unemployed, single parent, indigenous, unemployed	There is a tendency to make clothing that suits the taste of the maker rather than the receiver. Ask a few young people what sort of clothes they would really like to have before settling on a pattern		People who are disadvantaged often only are able to buy second-hand clothing or cheap imported clothing. Up-to-date clothing styles are usually beyond their reach.	local church Board	Yes
27	furniture restoration program furniture construction program	Volunteers restore used furniture and make it available for free or for the cost of repair materials to the disadvantaged. School wood-working projects are chosen especially with a view to their value as gifts for needy people	poverty, unemployed, single parent, indigenous, NESB, disability, aged			Furniture can be obtained by advertising for it (e.g. letterboxing) or otherwise can be found at Council tips, in which case a good relationship with Council is valuable	local church Board	Yes

28	hand-made teddy bears for kids in women's refuges	Volunteers with sewing skills make hand-made teddy bears for the children of single mothers, given particularly while they are in the strange environment of a refuge	single parent		Kaylene Potter is an Adventist lady in Sydney who makes teddy bears which contain a little New Testament which is zipped in. Kaylene has no contact numbers though		local church Board	Yes
29	big sister/big brother program	Particularly aimed at children of families in poverty, volunteers, themselves 15 – 18 years of age, take children 10-12 years of age on regular activities, providing positive role models	poverty, unemployed, single parent, indigenous, NESB	Because young children who are disadvantaged are vulnerable it is best to have activities done in groups		The activity program might include the beach, volleyball, waterslides, other ball-sports	ADRA Director – local Conference	Yes
30	caring for the entertainment needs at a youth group home	Often absorbed into the normal social activities of a church, its youth group plans a social activity each month, usually a Saturday night, to which the residents of a local youth group home are invited	homeless youth	Youth workers from the refuge will need to accompany the youth group until relationships between the homeless young people are well-established. It is best to offer activities for a medium-term accommodation service rather than a refuge, which has a less responsible and more transient group of young people	The Chatswood Christian Life Centre in Sydney offered a regular Saturday night for a Sydney City Mission youth refuge in Willoughby. This worked with excellent success	This is an activity where the normal activities of a youth group can be more inclusive of those in need	local church Board	Yes
31	reading to elderly - groups or individuals	Volunteers offer a number of hours per week to read to elderly individuals who are in the community or in a nursing home	aged			Especially targeted at elderly people who have trouble reading ADRAcare funding can be used only for elderly people who are on a pension, and who otherwise would not have the money to pay for such a service	local church Board	Yes



32	van ministry	Volunteers with medical background offer health checks for the public	nil – community generosity		John Thompson – Greater Sydney Conference – (02) 9868 6522	A van is not necessary – the Sydney van ministry team has had great success in shopping malls with a computerized process of health checking	ADRA Director – local Conference	No
33	marketer for ADRAcare	The ADRAcare program needs to be able to tell the public of its activities in order that the program is familiar to the target groups to be reached. It also tells the public what ADRAcare is doing, with opportunities to attract volunteers from the community	all	Training in press releases is crucial, and the position will most easily be filled by someone who has some marketing responsibilities as part of their normal work		The position can attract ADRAcare funds so long as the programs being promoted are targeted at eligible ADRAcare groups	ADRA Director – local Conference	Yes
34	mentor for migrant professionals who are seeking work in Australia	Migrant professionals take some time to adapt to Australian culture, finding it difficult to understand the nuances of business English. Help is offered in looking for appropriate places to apply for work, understanding newspaper advertising, etc. Crucial to this kind of service is work experience placements of two weeks or more where migrant professionals can get a taste of the Oz work environment	NESB	A check needs to be made with Centrelink that the migrant has legally entered the country.		Professionals from other countries will need to have their qualifications assessed by the relevant Australian accrediting organization – Centrelink usually would provide these details. The biggest need is for work experience placements, and for assistance in writing letters of application. Where an ADRAcare volunteer is a professional, direct mentoring can be provided by offering work experience in one's own practice or workplace	ADRA Director – local Conference	Yes
35	ADRAcare contact person	Most suitable for those retirees who spend a lot of time at home, there is a need for a central contact person at each participating church who can take calls from the public and pass them to the ADRAcare Coordinator	all	This person needs to be often home, or if an answering machine is used, prompt to return calls		ADRAcare funds can carry certain expenses of these duties but only when the ADRAcare programs are targeting eligible ADRAcare groups	local church Board	Yes

		regarding ADRAcare services on offer						
36	clothes bank for unemployed	Good quality business wear is made available to the unemployed when they need to go to job interviews, for court appearances, funerals or marriages	unemployed, single parent	To ensure a service that attracts clients, constant contact should be maintained with the local Centrelink and with Job Network providers	Hamilton Church in Newcastle ran this service for a time – Edna Osipov (02) 4969 6355	Good business wear can be beyond the reach of long-term unemployed people and also single parents, whose benefits are not adequate to cover the costs of new clothing Centrelink has the phone numbers of all Job Network centres	local church Board	Yes
37	Pathfinder leader of Counselor	Where a Pathfinder club admits children from outside the church, extra assistance will be required from volunteers	single parent, poverty, indigenous, NESB, unemployed	Hate to mention it again, but care must be taken in the choice of leaders for children's ministries, which attract ill-intentioned adults			local church Board	Yes
38	indoor plant nursery for people in poverty	In the same way some nurseries provide rotating plant stock for corporate buildings, the same service can be offered for the disadvantaged. Good quality indoor plants can be grown from cuttings and given appropriately, or otherwise rotated where indoor conditions are not suitable for sustained plant growth	poverty, indigenous, single parent, NESB, unemployed, disability			A rotating service allows for regular contact with a disadvantaged person or family, and may be an avenue to discovering other needs	local church Board	Yes
39	small business mentoring	Particularly for unemployed people in New Enterprise Incentive Schemes (the Federal Government program for the unemployed who wish to start their own business), this service provides opportunities for accountants, marketers, or business-oriented	unemployed, single parent			New Enterprise Incentive Schemes are well spread across Australia. Centrelinks will be well aware of who, amongst the unemployed, or single parents, are wishing to start a new business	ADRA Director – local Conference	Yes

		professionals to help mentor disadvantaged clients launching a new enterprise						
40	fantasy garden at hospitals	Especially for kids, but requiring very committed and skilled volunteers, a small garden oasis is created on the theme of cartoon characters, which can be carefully painted by an artist and placed in the garden	crisis	A long-term commitment is required, and special skills in gardening and choice of shrubs and flowers is absolutely crucial			ADRA Director – local Conference	Yes
41	member of community service club	Rotary, Lions and Apex are well-known service clubs that do a lot of good for the community. The Adventist equivalent is the Adventist Business and Professional Members (ABPM)	nil – community generosity		Adventist Business and Professional Members is an Adventist service club – call John Pye on 0414 914 268		nil	No
42	post-release support for ex-prisoners	Volunteers provide supports for prisoners post-release, helping them integrate back into their community, including assistance with finding accommodation and employment, as well as providing advice on issues of health and nutrition	ex-prisoners	Care must be taken, as with any professional welfare agency, not to give the home phone numbers and addresses of ADRAcare support personnel	Bronnie Simon is a prison chaplain in South Australia and has some knowledge in this area – 0418 852 312 Gary Christian (02) 9489 5488 oversaw a Juvenile Justice Post-Release Support program in Tamworth, NSW		ADRA Domestic Program Director	Yes
43	caretaker for community services centre	The local SDA church equips its church hall or other area to conference-facility standards, and makes it available to self-help groups within the community, free of charge, as a base for their group-activities. An appointed	all		Talk to Darcy Malycha in Mildura, (03) 5023 4684 or mobile 0418 596 240 who has a lot of involvement with local community support groups via his mobile restaurant program. There are		local church Board	Yes

		caretaker provides ongoing contact with each of the self-support groups			27 such support groups in Mildura – it is likely there will be many more in the city			
44	member of SES or bush fire brigade	ADRAcare volunteers provide solid support for the local SES and bush fire brigade, with an emphasis on reliability and on-going commitment	crisis	There are obvious risks presented by involvement in such community service organizations, and volunteers will need to carefully assess these before making a personal commitment	Talk to Linda Driscoll who was very much involved in the SES in Warburton Victoria – (02) 4973 5838	Particularly in Warburton and Cooranbong, there has already been a strong emphasis by these SDA churches on involvement in these essential services	local church Board	No
45	ADRAcare and ADRA Emergency Services Coordinator	In NSW and SA, ADRAcare has signed contracts with the respective State governments, obliging ADRAcare to look after the accommodation needs of victims of disasters within those States. Coordinators are needed at each local church, and some regional coordinators are also needed	crisis	Regional Coordinators need to be people who can take command of other people in a crisis. If the wrong person is put in a Regional Coordinator's role, the results are counter-productive	Paul Richardson – Coordinator for NSW Disaster Relief – 0414 628 739 Also refer Gary Christian for distribution of ADRA funds at time of a disaster in your area – (02) 9489 5488	In other States there are needs for Emergency Services Coordinators to oversee distribution of ADRA funds at time of a local disaster.	ADRA Director – local Conference	Yes
46	Youth SWAT team for State disasters	Young people with wheels maintain a constant state of readiness to provide weekend labour for any major disaster in their State	crisis	It is important that any team of young people has a designated and capable leader who can liaise with the Police and the SES. The SES will not want to deal with an uncoordinated group of individuals. Groups should always be subject to the safety strictures of the SES or Police		At times of disaster, free labour is often desperately needed – helping put mattresses and beds in the sun after a flood, clear debris after a cyclone, etc.	ADRA Director – local Conference	Yes

47	school breakfast club volunteer	Various schools run school breakfast programs, often on a daily basis and sometimes three days per week. Volunteers make a solid annual commitment to support local school breakfast programs	poverty, single parent, indigenous, NESB, unemployed, drug-dependent		Refer Gary Christian – (02) 9489 5488	Sanitarium already makes a significant contribution to school breakfast programs, in some cases supporting by the provision of cereal seconds, but most significantly by its support of the Red Cross/ADRA School Breakfast program in NSW	nil	Yes
48	yard maintenance program	A team of volunteers chooses homes of people in poverty and offers a yard maintenance service, particularly for the aged and people with a disability	aged, disability, poverty, single parent, indigenous		Northbeach Church WA ran this program for a number of years – Geoff Smith (08) 9342 6206	Care must be taken to make sure that the service is advertised as a church-based volunteer service. The experience of the Northbeach church was that some welfare recipients began to treat them with contempt, thinking they were paid government providers	local church Board	Yes
49	taking an aged person shopping or for a walk	Volunteers provide a regular commitment to the needs of a particular aged individual or a retirement home Where a volunteer shops with an aged person, the function is to keep them from becoming confused or lost, and most importantly to check on prices (because shops frequently exploit the vulnerability of the aged by over-charging)	aged	Where there is a nursing home, the Director of Nursing must be consulted before any activity is pursued Volunteers will need to double check cash register totes against advertised prices to stop exploitation by greedy shop-keepers of old people		Meals on Wheels or a local home nursing service will know who, within the community, will have the greatest needs. ADRAcare funds cannot be used to help aged people who could otherwise afford community services	local church Board	Yes
50	cook a meal for an aged person	A special meal is provided on a regular basis for selected aged individuals	aged			It will be necessary to talk to the local Meals on Wheels, should it exist, to avoid duplication. See above on ADRAcare funding issues	local church Board	Yes

51	clean a unit for an aged person	A weekly cleaning service is offered by volunteers for an agreed period	aged			Meals on Wheels or a local home nursing service will know who, within the community, will have the greatest needs. See option 49 for ADRAcare funding issues	local church Board	Yes
52	habitat for humanity	Habitat for Humanity is an international charity that also exists in Australia to help people who could not afford a home loan to get their own house. Volunteers assist by giving labour to the person in poverty who must provide 300-500 hours of "sweat-equity"	poverty, single parent, indigenous, unemployed		Bryan Hughes (National Program Director, Habitat for Humanity) - (02) 9633 4488 can be contacted for State contacts		nil	Yes
53	sports coach for kids in poverty	Requiring some organizational skill and some skills in various sports, volunteers offer training clinics in sports such as basketball, volleyball, soccer or football, or otherwise with a longer-term commitment, provide on-going coaching to a team entering a competition	poverty, single parent, indigenous, unemployed	Great care needs to be taken with swimming and gymnastics coaching where there are greater levels of risk for participants, and the possibility of legal action. Check the requirements on these in your State. Also ensure the suitability of volunteers in light of the pedophilia scandals of recent years			ADRA Director – local Conference	Yes
54	free nutrition classes	Particularly offered to people in poverty, or to indigenous people (who express a need for such classes), volunteers offer nutrition education and/or cooking demonstrations	poverty, single parents, indigenous, unemployed, disability				local church Board	Yes

55	mid-day meal for indigenous kids	In response to a need as observed by indigenous SDA groups, volunteers provide a mid-day meal for indigenous children suffering from neglect by parents addicted to alcohol or drugs	indigenous	It is important that a dependency not be created by this kind of charitable provision. Volunteers will seek to work also with the parents who are failing to properly provide for their children, with a view to moving the parents towards greater responsibility for the needs of their child			ADRA Director – local Conference	Yes
56	going bush with Aboriginal kids	Volunteers who recognize the well-known affinity of Aboriginal people with the Australian bush arrange transport and activity days in the bush for Aboriginal children	indigenous	See strategy 11 – Senior Pathfinders . . .for risk and quality management advice			ADRA Director – local Conference	Yes
57	enterprise consultants to indigenous communities	Volunteers with small-business experience assist Aboriginal communities in the development of new businesses	indigenous			Regular visits by city-based business people to remote Aboriginal communities is a viable method of assistance	ADRA Domestic Program Director	Yes
58	regular consultant to indigenous management committees	Volunteers with management skills become non-voting consultants that assist indigenous management committees with organizational structuring, financial and legal matters, marketing, conflict resolution, etc	indigenous	It is crucial that volunteers have a proven track-record in management or otherwise have certification for financial management.	Call Gary Christian – (02) 9489 5488 who had experience assisting Aboriginal projects in Coonamble and Bourke, NSW. John Hackwell, former SDA Minister has excellent Aboriginal consultancy experience and can be reached via Gary Christian		ADRA Domestic Program Director	Yes

59	car restoration programs for recovering addicts	Volunteer mechanics and panel-beaters assist a group of recovering addicts (many of whom will have plenty of free time) to restore cars to as-new condition. Profits beyond the cost of spare parts and materials are divided amongst the recoverees	ex-drug-dependent			It is most likely that a program such as this will be best organized by contacting welfare organizations already working with drug-affected youth. JPET programs are run all over Australia and are a good source of clients. Talk to Centrelink to find the nearest JPET program. An initial capital outlay will be required to cover the costs of parts for the first vehicle, however the sale of the car will provide the money for the next venture	ADRA Director – local Conference	Yes
60	nursery and landscaping projects for recovering addicts	Volunteers who can offer a couple of days per week (retirees, etc) supervise landscaping, nursery, or land-care projects for recovering addicts	ex-drug-dependent	There is some risk of injury from lifting within these programs, so good occupational health and safety training is absolutely critical. Seek OH&S training free of charge by one of the many trainers in the community, on the proviso that it is being offered to a non-profit volunteering organization.		Many good projects will be found by talking to local Councils and to land-care groups. Recovering addicts express that work in the outdoors is a release from stress. Community projects where they get a real sense of contributing something back to society are the best medicine. To track down OH&S trainers you may need to talk to Workplace Safety.	ADRA Director – local Conference	Yes

Specific Services for the Unemployed

61	personal development classes for the unemployed	Recognising that many long-term unemployed people suffer low self-esteem as a result of extended unemployment, volunteers run a weekly service for the unemployed which	unemployed, single parents		Mission Australia, one of Australia's largest unemployment service providers, used to regularly run personal development courses for unemployed clients. The	For those Christians who find the word 'personal development' a bit New Agey, it need not necessarily be so. There are Christian organizations that are able to run such courses with a solid Christian base, without any	ADRA Domestic Program Director will need to advise on subjects to be covered, and method of delivery	Yes
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		focuses on how they can best contribute to others, entailing some self-understanding			introduction of competition into the employment services by the Federal government has prevented provision of important personal development components. Refer Gary Christian – ADRA (02) 9489 5488	bible-bashing. Pr Peter Jack's needs-oriented courses fit this picture, although his courses are more corporately targeted – he's on (02) 9747 5655		
62	computer classes for the unemployed, particularly mature aged job-seekers	To overcome the technology barriers that beset particularly mature-age job-seekers, volunteers with skills in accounts programs, databases, spreadsheets, desktop publishing internet/e-mail and word-processing offer specialized refresher courses for the unemployed. Advanced skills in web-site generation would also be offered	unemployed, single parents	This can be done at home as well as at church (where a church has invested in some computers and software) however it is conventional wisdom to have volunteers dealing with same-sex clients. Use of school computer rooms alleviates this problem	Refer Pr Milton Krause (02) 98014246 who has had good success with running computer classes from the Concord SDA Church in Sydney	The obvious source for referrals will be the local Centrelink and Job Network provider. Because confidentiality requirements do not allow referral to your service without prior consent of the participant, it is best to have a good relationship with these agency providers, and a card advertising your service	local church Board	Yes
63	assistance with curriculum vitae for the unemployed	Volunteers offer state-of-the-art curriculum vitae preparation for the unemployed, with an emphasis on tasteful graphics and effective layouts, using the latest desktop publishing skills	unemployed, single parents	You may find that you can use well-skilled unemployed clients who have desk-top publishing skills to help other unemployed clients	Refer Gary Christian – ADRA (02) 9489 5488	Will require a good colour printer and desktop publisher or good word-processor	local church Board	Yes
64	marketing skills modules for the unemployed	Volunteers with marketing experience provide skills training to the unemployed in marketing, recognizing that marketing is a valuable add-on for almost any job these days	unemployed, single parents	Where there are well-qualified unemployed marketers, give them the opportunity to experience the satisfaction of helping other unemployed		Marketing skills may include window-dressing classes for prospective retail job-seekers, through to small business marketing (even including press releases) for job-seekers who are looking for	ADRA Director – local Conference	Yes

				people		jobs with small-business enterprises or with corporations. An employee with marketing skills will be considered a bonus by employers, and may tilt the balance in favour of the unemployed people you have assisted		
65	first-aid classes at cost for unemployed	Because employees with first-aid skills are required by law in most work-places, volunteers provide Red Cross or St John first aid classes at no more cost than the materials and Red Cross/St John's fees	unemployed, single parents	Classes can only be offered by those certified by either Red Cross or St Johns		This is a great activity for the many medical professionals in the SDA Church	ADRA Director – local Conference will need to check instructor qualifications before approval to proceed	Yes
66	“old boys/old girls network” to help the unemployed into jobs	Employed volunteers make a commitment to reporting every job in their company to a centralized AdCare Coordinator who feeds knowledge of these jobs to unemployed clients or to local Job Network providers. More pro-actively, business people acting as volunteers advocate for unemployed people who have entered the ADRAcare program	unemployed, single parents	Where direct advocacy within their own networks is done by business people, it is important that these business people have a good personal relationship with the unemployed client	Refer Gary Christian – ADRA (02) 9489 5488	It is estimated that 70% of all jobs never appear in the newspaper, but are rather filled via internal advertising or other means	local church Board	Yes
67	music skills for the unemployed	Skilled musicians offer classes in particular musical interests to both give an extra interest to unemployed people and to open up possibilities of entering the music industry as a form of self-employment	unemployed, single parents		Sydney City Mission has done this very successfully with its Sounds of the Street program for street-kids. This program can be contacted via (02) 9219 2000 – the front desk number for		ADRA Director – local Conference	Yes

					SCM's Head Office			
68	work experience agency for the unemployed	Volunteers make a commitment to pro-actively helping the unemployed find suitable work-experience placements	unemployed, single parents	Some employers will not offer work-experience unless it can be proved that your unemployed clients are covered by Personal Accident insurance. This insurance will need to be arranged by talking to the ADRA Domestic Program Director (02) 9489 5488 if such cover is needed		Work experience is one of the most effective ways to get a job. Employers who take on an unemployed person for free often find the person indispensable, and money is found to employ them	local church Board	Yes
69	radio job-brokerage service for the unemployed	Volunteers co-opt a local radio station to give a free spot each day to publicise new jobs from employers, and provide the contact point for both employers and unemployed clients	unemployed, single parents			You will need an ADRAcare contact number and a person who is highly available, as per a previous menu option. This person will need to take calls from employers and unemployed clients, and pass them on to the radio station	ADRA Director – local Conference	Yes

Specific Services for Single Parents

70	male handymen to help single Mums	Doing odd-jobs around the home that many single mums would rather leave to a male, volunteers offer this service as it is needed	single parent	It is important that volunteers do not take on any task that would require a certified tradesperson, except where there is an excellent relationship with the person to be helped. Single mothers express that they want positive male role-models to have contact with their children, so choosing the right men to assist			ADRA Director – local Conference	Yes
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				these mothers is very important				
71	counselors for anger management of victims of domestic violence	Volunteers trained in counseling offer anger management counseling particularly for the children in women's refuges, or in the community, who have been exposed to domestic violence	single parent	Volunteers will need to have completed an accredited counseling course – this is absolutely mandatory		Particularly, where possible, survivors of domestic violence should be encouraged to become counselors to children affected by domestic violence. They will have the ability to understand from the inside	ADRA Domestic Program Director	Yes
72	emergency respite program for children of single parents	A volunteer home is made available to children of single parents in case of any emergency	single parent	Great care needs to be taken concerning the risk of pedophiles who will be attracted to a church that attempts to help vulnerable children. Police checks must be done on all families offering respite places		Single parents sometimes need to be at a hospital with one child, but have no one to look after their other children in such an emergency. It is this kind of situation that brings forth this need	ADRA Director – local Conference	Yes
73	support groups for single parents	A formal support group that meets regularly, most likely on a monthly basis, is organized, most importantly with child-care	single parent			Single parents express that they become very isolated from both valuable information they need and from the warmth of real peer contact. Such a support group facilitates both	local church Board	Yes
74	car maintenance classes for single mums	Certified mechanics offer free classes in car maintenance for single mums, also teaching them how to gauge dishonest work by paid mechanics. Available advice when buying a second-hand or new car would also be offered, with mechanical checks being made on prospective second-hand purchases for the single mum	single parent	It is important that at least one certified mechanic be involved in such training, although they can well be assisted by non-trained people who are savvy in mechanical things			local church Board	Yes



75	agency for crisis situations for single parents	Given the number of situations that confront a single parent with more than one child, volunteers establish a central phone number for their community with 24 hour contactability and a ready supply of willing volunteers who can assist in any given situation	single parent	A mobile phone that is passed from one volunteer to the other can be the best option for contactability. To save the enormous costs of a long mobile calls, offer to call back immediately on a normal land-line if you have one available			ADRA Director – local Conference	Yes
76	single parent help line	An 1800 number is made available which links to mobile phones carried by volunteers who have access to welfare referral options or to other volunteers who might assist in any given situation	single parent	A mobile phone that is passed from one volunteer to the other can be the best option for contactability. To save the enormous costs of a long mobile calls, offer to call back immediately on a normal land-line if you have one available. This option will require volunteers who have gained accredited qualifications in counseling			ADRA Director – local Conference	Yes
77	seminars for single parents	Volunteers organize seminars especially for single parents (with child-care) in parenting, self-defense, self-esteem, budgeting, communication and relationships	single parent	Accredited courses are available in parenting	Talk to Relate/Enrich – David Robertson (02) 9874 9500		ADRA Domestic Program Director	Yes
78	group support for kids affected by domestic violence	In the same style of support program as Alateen, which supports the kids of alcoholics, volunteers organize support groups for children affected by domestic violence, with an	single parent, crisis	The best volunteers will be people who have suffered DV but who have been able to do an accredited counseling course to ensure effectiveness			ADRA Domestic Program Director	Yes

		emphasis on understanding what they have endured						
79	car cleaning service for a single mum	By adopting a single mum's car, a volunteer can offer the very thing that single mum's can't, the time and motivation to look after their vehicle	single parent				local church Board	Yes
80	agency for single parents to involve them in care activities of the community	Recognising that some single parents do become isolated and are then reticent to make their own way in society, volunteers provide a support service for single parents, organizing opportunities for them to get out of the home and into the care services of their community	single parent			The agency will simply need to keep in touch with all welfare agencies within the community and broker volunteering positions for single parents. Single parents express that they become recluses because of loss of self-esteem, and that helping others would be the best remedy	local church Board	Yes

Specific Services for the Aged

81	gardening assistance for an aged person	Recognising that some aged people who are becoming frail, but who wish to keep their independence, have a garden to keep, volunteers assist an aged person with keeping their garden	disadvantaged aged			Some aged people will offer money for the service, however this should not be expected. Where money is given, it would well be put back into other services to maintain this as a volunteering option, rather than a wage option	local church Board	Yes
82	post-hospital visitation for an aged person	While an aged person is less mobile due to recent hospitalization, volunteers visit to not only look after immediate needs, but also to provide some companionship	disadvantaged aged				local church Board	Yes

83	craft classes or line dancing for the aged	Particularly for aged people in retirement villages, volunteers provide popular entertainment options at the request of the residents	disadvantaged aged	It is important that volunteers get a clear idea of what the retirees would most like – it may have to be accepted that singing hymns on a Sabbath afternoon, particularly with untrained choirs, may not greatly excite them			local church Board	Yes
84	shopping for the aged	Rather than taking an aged person shopping, this option is to do the shopping on a regular basis for an aged ADRAcare client	disadvantaged aged	Receipts will obviously need to square with the amount of money given by the aged person			local church Board	Yes
85	assisting aged people with visits to specialists	Particularly helpful in retirement villages, volunteers who do not work full-time maintain a roster whereby aged clients are taken to specialist appointments	disadvantaged aged	Checks will need to be made that drivers have valid licenses and that third party insurance is current on their vehicle			local church Board	Yes
86	visitation to aged retirement homes and hostels by musicians or school arts groups	Recognising that full-time musicians often work evenings and have days free, musos provide free entertainment for a couple of hours per week to various hostels and nursing homes, even doing their practice there if possible School groups needing to do dress rehearsals perform for a live, aged audience at a village or hostel	disadvantaged aged				local church Board	Yes
87	Pathfinders do paid odd-job services for the	For a much-reduced fee, Pathfinders do needed work – gardens, gutters,	aged	This will only be effective in retirement villages where many		ADRAcare funds might possibly be used where a Pathfinder group redirects the	ADRA Director – local Conference	No



	aged	cleaning, etc, for a negotiated fee, raising funds for their Pathfinder club		aged people are happy to pay a reduced fee for odd-jobs		earnings back into other needy target-groups, however using ADRAcare funds to earn more funds for normal Pathfinder activities will not fit tax-exempt donation guidelines		
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Specific Services Offered BY the Aged

88	child-minding service for mothers of very young babies	A retirement village runs an advertised child-minding service for parents in the community that need quality care for new-born and very young babies	single parents – otherwise a generosity-based activity	This kind of service can operate well only if the children to be looked after are not mobile – hence the emphasis on very young babies.		ADRAcare funds could be used only for a service that assisted single parents There will be excellent opportunities for relationships between single parents and older people who will have much life experience to offer	local church Board	Yes
89	aged people run Conversational English classes for migrants	Aimed at migrants from a non-English speaking background, elderly people in a retirement village or even a nursing home offer conversational English classes	NESB			This service is particularly effective in that the needs of both the NESB person and the needs of the aged for outside interest are met. It is surprising how many NESB people are spread throughout cities and regional centres. Work through charities who can identify ethnic organizations in your community	local church Board	Yes
90	aged people run services for the unemployed	Bringing together two groups that have time on their hands, aged people assist unemployed clients with job search, CV writing, letters of application and arranging mentoring and work experience	unemployed	This will work best where a retirement village is near, public transport-wise, to a regional centre		The service will need to be advertised through Centrelink or worked via a special arrangement with a Job Network provider (whose numbers will be given by Centrelink)	ADRA Director – local Conference	Yes
91	literacy classes run by retirees	Providing their strengths to assist younger people's weaknesses, retired people offer reading	illiterate			The service will need to be organized with schools or adult education facilities, who will greet such a service with	local church Board	Yes

		classes for those with low literacy – providing patient listening for low literacy clients				open arms		
92	aged people assist in running ADRAcare opportunity shops	ADRAcare opportunity shops are greedy on volunteer time, but a great opportunity for a retired person to have ongoing input into the lives of needy people who will come to the shop for cheap clothing and often support	poverty, single parent, NESB, indigenous, homeless, disability, unemployed				nil	Yes

Specific Services for Indigenous People

93	assisted maintenance for indigenous people's homes	Recognising that indigenous people have not all benefited from a long cultural tradition of careful home maintenance, volunteers assist Aboriginal people, working alongside them and teaching them the necessary skills	indigenous	The emphasis here is not on encouraging indigenous people to become dependant upon ADRAcare assistance, but on helping them move towards independence by expanding their own skills			local church Board	Yes
94	Aboriginal elders speak to aboriginal youth about the dangers of drugs	ADRAcare volunteers, where they are not indigenous Australians, assist Aboriginal elders in addressing groups of Aboriginal youth concerning the danger of drugs	indigenous				local church Board	Yes
95	programs to address park prostitution for indigenous people	See comments for a further detail concerning the problem. Volunteers propose their own solutions for this pressing problem	indigenous	It will always be best to work with community leaders within the indigenous community, noting that this leadership tends to be fluid and		Indigenous Australians express that this is a major problem in their community – Aboriginals find it difficult to break through barriers to employment and tend to gather in parks, where non-	ADRA Domestic Program Director	Yes

				situation specific		indigenous Australians often offer money for sex		
96	classes in mechanics for indigenous Australians	Experienced mechanics provide training especially for Aboriginal young people with a view to articulating their training through to formal qualifications	indigenous				local church Board	Yes
97	literacy/numeracy classes specifically for indigenous Australians	Volunteers with or without formal literacy qualifications offer classes to indigenous people	indigenous	It is best that volunteers place themselves under the leadership of a trained teacher if possible, who can advise on educational approach			ADRA Director – local Conference	Yes
98	indigenous Australians run cultural awareness programs for non-indigenous Australians	Solid programs on cultural awareness are offered by Aboriginal people with a view to creating improved understanding of their culture and history	nil – generosity-based activity			ADRAcare funds could be used where the provision of such cultural awareness builds the educational base and self-esteem of indigenous people	local church Board	Yes
99	conflict resolution classes for indigenous communities	In contrast to a previous option which works with specific management committees, volunteers offer conflict resolution skills development to entire communities	indigenous	Training in conflict resolution is best found through agencies such as Unifam			ADRA Domestic Program Director	Yes

Specific Services for Recovering Addicts

100	support groups for recovering addicts	Not restricted to recovering drug addicts, but also extended to gambling, volunteers operate a rostered 24 hour on-call assistance to recovering addicts, providing seamless support for any personal crisis	recovering addicts	The support team needs to be not so large that clients are disadvantaged by not personally knowing all within the group			ADRA Director – local Conference	Yes
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101	club activities/skills formation for recovering addicts	Retiree volunteers or others who have week-days free provide a skills training and recreational program for recovering addicts with a view to integrating them back into the employment world	recovering addicts				ADRA Director – local Conference	Yes
102	volunteering agency for recovering addicts	Because recovering addicts need work experience to re-integrate into the world of full-time work, volunteers offer an agency that assists clients into satisfying volunteer positions with local agencies	recovering addicts			Recovering addicts express the need to offer something of themselves back to their community, and that this is important within their recovery process – to give rather than take.	local church Board	Yes
103	farming accommodation and part-time work for recovering addicts	ADRAcare volunteers in rural areas make their farming-community homes available to young people recovering from drug addiction, offering paid or unpaid work opportunities	recovering addicts	Care must be taken to ensure that the farming family is flexible and capable of considerable patience and understanding. Families that are inflexible only replicate family environments from which many drug addicts come		Recovering addicts express that the combination of family support and outdoors work significantly assists their recovery	ADRA Director – local Conference	Yes

And Some More . . . for good measure!

104	prison ministry	Volunteers offer a range of programs to prisons, including music programs, educational skills, or simply writing letters to prisoners who have no family	prisoners	If music programs are presented, it is important that the quality of music offered is comparable to that of professional musicians. Prisoners may not enjoy, no matter how good the intentions, a group of	Bronnie Simon is a prison chaplain in South Australia and has excellent experience in this area – 0418 852 312	Program will need to be teed up with the Prison Manager via the Prison's Chaplaincy Co-ordinator	ADRA Director – local Conference	Yes
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				young people singing Scripture songs				
105	grief counselling	Volunteers who have completed an accredited course in grief counseling offer their services to the community at large	crisis	Accreditation in this area is mandatory – there are too many well-meaning people who want to offer assistance to those who are grieving but who do more damage than good.	Dave Robertson – Relate/Enrich Counseling Centre in the Greater Sydney Conference – (02) 9874 9500	A 6 day course with Mal McKissock in Sydney costs \$840. Conferences would best negotiate with course providers once there are a number of volunteers that have indicated an interest. This will cheapen the cost of the course, and in some cases may allow Conferences to fly- in a trainer. ADRAcare funds can be used to carry these costs	ADRA Domestic Program Director	Yes
106	Welcome Baby program	Volunteers purchase needed items for new-born babies and present these to mothers in hospital	generosity-based activity		6 churches in the WA Conference operate this program. Ring the ADRA Director at the Conference Office – (08) 9398 7222		local church Board	No