



Volunteer recruitment information

Information for prospective volunteers

Congratulations on taking the first step in the process to becoming a Court Network Volunteer.

Outlined below is the selection process for Court Network volunteers that you will need to be aware of.

The work of Court Network volunteers involves providing a frontline community service to all people in need who are attending a law court or tribunal on criminal, family or civil matters. Court Network is “non-partisan”, we provide support to offenders, victims, witnesses, or family and friends of people directly involved in the matter before the court. It is work that is not for everyone but is a ‘good fit’ for others. Our selection process allows you to gain an in depth understanding of the role of a Court Network volunteer (Networker) to help you in deciding if this is the right ‘fit’ for you.

It is also a great opportunity for us to begin the foundation of building a relationship with you as a prospective volunteer with Court Network.

Information and Participation session

On the basis of the information that you have provided in registering your interest with us, we select people to attend an Information and Participation Session where we think the opportunity could be a good fit with their interests.

The invitation to the Information and Participation Session will include an Application Form which we ask you to bring completed (or part completed) to the session.

The Information and Participation Session will be in two sections. Firstly, we give you an overview of Court Network, the nature of the volunteer role, the volunteer training program and dates, and the courts where there are vacancies that we are seeking volunteers to fill. Then we will facilitate some group discussions and exercises to enable us to hear from you and about your interests, values and attitudes, and the kind of volunteering experience that you are looking for.

This is a process of achieving a ‘good fit’ between you as a prospective volunteer, and the opportunities that we have available.

Participation in this session is a requirement for progressing your interest.

You may submit your completed application form at the end of the session if you wish to be considered for the next step in the recruitment process - an invitation to an individual interview to further discuss your interest



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Individual interview

We will select candidates for interview on the basis of a prospective 'good fit' for the vacancies that we have.

We inevitably have more people interested than we have vacancies available. The individual interview contributes to selecting the candidates that we think are the best fit.

Intake Learning and Development Program

The Intake Learning and Development Program is the Court Network volunteer training program and is designed to support you in the development of the skills and the knowledge that you will require for the role. This is achieved through a dual focus on a classroom based training program and a supported mentoring program located in the courts. It is mandatory that all prospective volunteers complete the 12 classroom based days and the minimum of 12 mentoring days in the courts.

Intake Learning and Development Program Dates

Yet to be confirmed for the next intake.

Further information

The Intake Learning and Development Program for the Melbourne metropolitan region will involve a commitment of two days each week.

Following training, a commitment of one working day each week for 12 weeks is required to complete mentoring.

Throughout 12 full day training sessions (classroom based) and the minimum of 12 mentoring days (see below for information about the mentoring process), you will be given an opportunity to develop your practice skills which include communication skills, values exploration and engagement skills. You will also learn about the court system, strategies regarding the most effective means of engaging with the diversity of court users and how to provide the most relevant information, support and referrals to a court user.

The Intake Learning and Development Program will provide a balance between classroom based modules, court based observation tasks and the opportunity to integrate your knowledge and skill acquisition.

On completion of Week 2 of the Intake Learning and Development Program you will begin working with your mentors at the court.



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After two weeks (1 full day for each week) of your court observation, you will return to the classroom for another two weeks and then will go into the courts for the rest of your practical experience. Our aim is to ensure you have the skills and knowledge you need to “graduate” and take your place as a Networker in the court for which you have been selected.

Mentoring Program

The Mentoring days are designed as a supportive and interactive implementation of your learning over the Intake Learning and Development Program period. The mentors will work with yourself, the Program Manager and the Training Manager to ensure that you are both comfortable and fully capable to work within the context of the Court Network volunteer role.

The Mentoring Program allows you to start practicing your learning. You and your allocated mentors will undertake a period of no less than 12 court based days where the experienced Court Network volunteers will support you in applying the knowledge and skills in the court context. You, your mentors and the Training Manager will work closely together to ensure that your individual learning needs are being met.

Graduation

A graduation ceremony is held to celebrate the official completion of the Intake Learning and Development Program. Upon recommendation from the Training Manager, trainees who have met all the assessment requirements will be eligible to become an official Court Network volunteer: A Networker!