

# Voluntary Work – Information for Businesses

## What is Voluntary Work?

Voluntary Work is a work experience placement which gives participants the opportunity to gain skills to improve their employment prospects, while also benefiting the community.

Voluntary Work placements are unpaid and can only be undertaken in not-for-profit organisations that provide a community service. The duration of a Voluntary Work placement can range in length but will generally be no longer than 26 weeks.

## Is my organisation eligible to host Voluntary Work?

To be eligible to host a Voluntary Work placement, you must have a valid ABN and be a not-for-profit organisation/charity that provides a community service (including firefighter reserves, State Emergency Service, school canteen, etc). A not-for-profit arm of a for-profit organisation may also be eligible.

## Placement eligibility

For a placement to be eligible, it must satisfy several requirements including:

- it must benefit the participant and the local community and provide no financial gain to the volunteer organisation.
- it must provide the participant with the opportunity to gain vocational and non-vocational skills that will directly improve their employment prospects.
- it must not be for more than 25 hours per week.

## What are the benefits?

- Access an extra set of hands to undertake activities and projects that may not normally get done
- Help individuals gain the skills, experience and confidence they need to move off income support and into sustainable employment
- A Workforce Australia Employment Services Provider (provider) can support you and your Voluntary Work participant during the placement
- Participants referred by a provider are covered by personal accident insurance and public and/or product liability insurance.

## How do I become a Voluntary Work host?

- You should speak to your local provider about setting up a Voluntary Work placement.
- Search for your local provider at [Find Your Employment Services Provider - Workforce Australia](#).
- Contact the National Customer Service Line on 13 62 68 who can provide you with more information.