

VOLUNTEER WORK

Knowledge, Skills, Attitudes & Values

Valuing Volunteer Work & Learning

- Reflect upon your volunteer experience. Recognize all that you've learned and demonstrated.
- Check (✓) the knowledge, skills and abilities, attitudes and values related to your experience.
- Note additional learning, skills and qualities that you acquired through your volunteer work.

A. Knowledge

- | | | | |
|--|--|---|---|
| <input type="checkbox"/> Accounting principles | <input type="checkbox"/> Conservation | <input type="checkbox"/> Exhibit preparation | <input type="checkbox"/> Pollution problems |
| <input type="checkbox"/> Coaching | <input type="checkbox"/> Crisis intervention | <input type="checkbox"/> Indigenous history | <input type="checkbox"/> Program evaluation |
| <input type="checkbox"/> Community development | <input type="checkbox"/> Event planning | <input type="checkbox"/> Intercultural leadership | <input type="checkbox"/> Website design |

Additional Knowledge: _____

B. Skills & Abilities

- | | | | | |
|-----------------------------------|-----------------------------------|--|-------------------------------------|--------------------------------------|
| Clerical | Communication | Creative/Innovative | Financial | Helping |
| <input type="checkbox"/> Compile | <input type="checkbox"/> Address | <input type="checkbox"/> Conceptualize | <input type="checkbox"/> Administer | <input type="checkbox"/> Assess |
| <input type="checkbox"/> Monitor | <input type="checkbox"/> Edit | <input type="checkbox"/> Create | <input type="checkbox"/> Analyze | <input type="checkbox"/> Assist |
| <input type="checkbox"/> Organize | <input type="checkbox"/> Engage | <input type="checkbox"/> Design | <input type="checkbox"/> Audit | <input type="checkbox"/> Collaborate |
| <input type="checkbox"/> Process | <input type="checkbox"/> Motivate | <input type="checkbox"/> Envision | <input type="checkbox"/> Budget | <input type="checkbox"/> Empathize |
| <input type="checkbox"/> Record | <input type="checkbox"/> Promote | <input type="checkbox"/> Propose | <input type="checkbox"/> Project | <input type="checkbox"/> Facilitate |

- | | | | | | |
|-------------------------------------|------------------------------------|-----------------------------------|----------------------------------|--------------------------------------|----------------------------------|
| Management | Physical | Research | Service | Teach | Technical |
| <input type="checkbox"/> Assign | <input type="checkbox"/> Apply | <input type="checkbox"/> Analyze | <input type="checkbox"/> Advise | <input type="checkbox"/> Adapt | <input type="checkbox"/> Compute |
| <input type="checkbox"/> Coordinate | <input type="checkbox"/> Check | <input type="checkbox"/> Evaluate | <input type="checkbox"/> Answer | <input type="checkbox"/> Coach | <input type="checkbox"/> Design |
| <input type="checkbox"/> Decide | <input type="checkbox"/> Construct | <input type="checkbox"/> Propose | <input type="checkbox"/> Explain | <input type="checkbox"/> Communicate | <input type="checkbox"/> Program |
| <input type="checkbox"/> Prioritize | <input type="checkbox"/> Operate | <input type="checkbox"/> Solve | <input type="checkbox"/> Receive | <input type="checkbox"/> Develop | <input type="checkbox"/> Test |
| <input type="checkbox"/> Resolve | <input type="checkbox"/> Renovate | <input type="checkbox"/> Survey | <input type="checkbox"/> Serve | <input type="checkbox"/> Instruct | <input type="checkbox"/> Upgrade |

Additional Skills & Abilities: _____

C. Attitudes

- | | | | | | |
|-------------------------------------|--|--------------------------------------|-------------------------------------|--------------------------------------|--------------------------------------|
| <input type="checkbox"/> Adaptable | <input type="checkbox"/> Conscientious | <input type="checkbox"/> Energetic | <input type="checkbox"/> Organized | <input type="checkbox"/> Persuasive | <input type="checkbox"/> Respectful |
| <input type="checkbox"/> Analytical | <input type="checkbox"/> Diligent | <input type="checkbox"/> Independent | <input type="checkbox"/> Outgoing | <input type="checkbox"/> Positive | <input type="checkbox"/> Tactful |
| <input type="checkbox"/> Assertive | <input type="checkbox"/> Efficient | <input type="checkbox"/> Innovative | <input type="checkbox"/> Patient | <input type="checkbox"/> Reliable | <input type="checkbox"/> Thorough |
| <input type="checkbox"/> Confident | <input type="checkbox"/> Empathic | <input type="checkbox"/> Motivated | <input type="checkbox"/> Personable | <input type="checkbox"/> Resourceful | <input type="checkbox"/> Trustworthy |

Additional Attitudes: _____

D. Values

- | | | | | | |
|--|--|--------------------------------------|---|-----------------------------------|--|
| <input type="checkbox"/> Achievement | <input type="checkbox"/> Creativity | <input type="checkbox"/> Helping | <input type="checkbox"/> Learning | <input type="checkbox"/> Risk | <input type="checkbox"/> Self-expression |
| <input type="checkbox"/> Advancement | <input type="checkbox"/> Decision Making | <input type="checkbox"/> Interaction | <input type="checkbox"/> Movement | <input type="checkbox"/> Routine | <input type="checkbox"/> Structure |
| <input type="checkbox"/> Challenge | <input type="checkbox"/> Development | <input type="checkbox"/> Knowledge | <input type="checkbox"/> Recognition | <input type="checkbox"/> Safety | <input type="checkbox"/> Support |
| <input type="checkbox"/> Collaboration | <input type="checkbox"/> Diversity | <input type="checkbox"/> Leading | <input type="checkbox"/> Responsibility | <input type="checkbox"/> Security | <input type="checkbox"/> Variety |

Additional Values: _____

Adapted from:

Amundson, N.E., & Poehnell, G. R. (1995). *Career Pathways*. Richmond, BC: Ergon. (www.ergoncommunications.com)
 Conference Board of Canada (2016). *Employability Skills 2000** (www.conferenceboard.ca)
 Conference Board of Canada (2016). *Innovation Skills 2.0* (www.conferenceboard.ca)