

# ARROWSMITH COMMUNITY JUSTICE SOCIETY

## Training & Support



Adopted

14 Oct 2014

### **GUIDING PRINCIPLE:**

1. The Arrowsmith Community Justice Society (ACJS) believe that all volunteers have a right to appropriate and accessible training and support to enable them to maintain high standards in their work. The ACJS believes that the training and support program must model the values and beliefs of the organization and recognize the value of each individual's questions & input.

### **OBJECTIVES:**

1. The intent of this policy is to confirm the importance of the training and support for all volunteers and to ensure that training and support activities uphold the fundamental values, beliefs, and philosophy of the organization under the direction of the Training and Support Committee. This committee shall ensure effective training and support is provided to all ACJS volunteers.
2. The Training and Support Committee shall
  - a) Develop and conduct programs for volunteers that would include:
    1. Introductory training programs for new volunteers
      1. Introduction to the philosophy and values of restorative justice.
      2. Instruction in the details of the community conference process.
      3. Development of skills appropriate for conference team members to perform the roles of mentoring and facilitating in the community conference process.
    2. Continuing training and support for all volunteer
      1. To foster an understanding of the structure and administrative procedures of the ACJS
      2. To maintain skills and an awareness of the roles and responsibilities of a volunteer.
      3. To provide an opportunity for volunteers to share and discuss experiences in a respectful and supportive environment.
      4. To reinforce the values of restorative justice through the use of talking circles, debriefing, coaching and other activities.
  - b) Participate in the recruitment and selection process
  - c) Offer other support and training activities as approved by the ACJS Board of Directors

## **PROCEDURE:**

1. All new volunteers will participate in a formal training program that will include the following elements:
  - a) An overview of the community conference process
  - b) The values, practices, policies and procedures of ACJS
  - c) The skills required to be an effective community conference facilitator
  - d) A step by step exploration of the community conference process
  - e) An opportunity to practice being a member of a community conference.
2. All volunteers, to maintain their volunteer status within ACJS, are expected to participate in learning activities when asked to do so by the training and support committee. This will include periodic training and support meetings.
3. New volunteers will be provided an opportunity to work with an experienced volunteer to hone their personal skills and confirm their understanding of the restorative justice program.
4. All volunteers are encouraged to continually increase and confirm their understanding, skills, and commitment through self-directed learning. Such learning is supported by the ACJS as resources permit.
5. All volunteers act under the direction of the ACJS coordinator.
6. Debriefing is an essential learning tool and will be an integral part of volunteer training.