

A Research on the Existing Problems of Volunteer Management in Colleges and Universities

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Abstract

The vigorous development of the youth volunteers in colleges and universities become the symbol of social civilization progress on one hand, on the other hand is also put forward higher requirements for the management of the college volunteers, therefore, must improve management existing in current university volunteer management is weak, lack of the management process, to help colleges and universities to better improve the management of young volunteers, to better develop the function of college education, serve the society.

Keywords: Colleges and universities; volunteers; management

I. Concepts and contents of volunteer management in colleges and universities in China

The explanation of the word “management” is that “Be responsible for a certain job and make it go smoothly” in Modern Chinese Dictionary.(注释 1) According to the definition and considering the status quo of colleges and universities in China, volunteer management in colleges and universities can be defined as a series of planning for an individual volunteer and volunteer team and the implementation of the plan by colleges and universities, which includes a series of management processes of recruiting and selecting, training, daily management, assessing and evaluating, and encouraging, etc. Voluntary service is an activity in which individuals willingly volunteer their time and energy without consideration of the payment. Therefore, the efficient management of volunteers is the key to promoting spirit of volunteering, ensuring voluntary organization functioning effectively, and realizing social services. The research in this paper mainly implants probes into some problems existing in the internal management process of volunteer organization in colleges and universities in China.

II. The existing problems of volunteer management in colleges and universities in China

Volunteer organizations are usually in the functional departments in colleges and universities directly under the guidance of work, generally take instruction work patterns [King, An introduction to the nonprofit organization management [M]. Beijing: China renmin university press, 2012:170.], volunteers according to accept the work instruction, not autonomy, also do not need to put forward Suggestions for work, they need only according to the manager to provide action plan and instructions step by step. The model of the problem is that both may increase the workload of managers, increase the management difficulty, and will reduce the initiative, enthusiasm and creativity of volunteer work, make the volunteers to become lazy and disgust, serious when even reluctant to provide voluntary service.

Main problems of volunteer management in colleges and universities: 1. The recruitment and selection links exist only recruit, lack of screening, lead to the problem of idle resources. Volunteer recruitment of colleges and universities is given priority to with fixed recruiting, numerous but not for screening that although recruited a large number of volunteers, but organize volunteer activities don't need so many volunteers, volunteers caused the idle and waste of resources. 2. The volunteer's archives management links exist basic standard file management there is little or no problem. Volunteer organizations in colleges and universities because volunteers Numbers, bloated, lack of "one person one, a" volunteer archives management principle, is not conducive to the future work of voluntary organizations. 3. The volunteer training link exists no or less formal training of volunteers. According to the theory of self-actualization, most of the volunteers to participate in volunteer service is one of the motive in order to achieve their own value. If after joining organization, just be informed to attend some simple volunteer service work, such as urban beauty, tree planting, went to care for the elderly and so on, can't meet the inherent requirement of their self and realize self value, volunteers can cause emotional slack and misunderstanding of volunteer work, is not conducive to the long-term development of voluntary service. 4. The appraisal and incentive enough to volunteer. Voluntary organizations in colleges and universities for examination and assessment of basic does not carry on volunteer work, they usually only on certain effect and the influence of volunteer service, and ignore the importance of organization and management, lead to activity results had, but the enthusiasm of the volunteers have no, in the later work "to work without slacking phenomenon".

III. Cause analysis of the existing problems of volunteer management in colleges and universities in China

1. The concept of management is relatively backward. Members of the voluntary organizations in colleges and universities in our country are mostly college students, huge but usually not for examination and assessment of link, the incentive is mainly aimed at the performance particularly active in volunteer activities, has made a huge contribution to volunteer volunteers, ignore the ordinary volunteers. This violates the voluntary organisations - incentives aim of incentive all volunteers actively work for this organization.

2. The lack of management mechanism. Head of voluntary organizations exist to manage, but lack of effective management mechanism, the management of each link cannot coordinate and cooperate with each other, affect the long-term development of the volunteer service.

3. Arranged by the volunteer and participate in the activities of the college volunteers hope not completely consistent. The college students more hope of the voluntary organizations in colleges and universities engaged in professional strong volunteer service activities, such as compulsory education, psychological intervention such as need strong professional knowledge, professional skills of the volunteer activities, rather than to advocate environmental protection, raise money, to general services such as nursing homes, orphanages [[[according to the interview with the student.]]. In the cause of the contradiction lies in the use of these professional activities on the classroom knowledge more, help students consolidate classroom knowledge and turning it into practical action, such practice is conducive to college students after graduation to find professing work

IV. Countermeasures aimed at improving volunteer management in colleges and universities in China

1. The people-oriented, respect the wishes of volunteers. People-oriented is full respect for their right to choose can't just put them in the position of the \"manager\", put the organization in the position of the \"manager\", the management and the management. Voluntary choice and the choice of volunteer service should be a two-way street, voluntary organizations to choose the appropriate volunteers participate in appropriate project or activity, volunteers also to voluntary organizations and different jobs within the organization to choose, to choose their own favorite, interested and suitable to participate in volunteer service.

2. Perfection of the management process and the implementation of scientific management

2.1 Recruiting volunteers scientifically--the primary task of implementing volunteer management

In this paper, we have discussed before the normal volunteers recruitment and selection process of recruiting program is too simple, the recruitment and selection, ignore to the volunteers ability request lead to idle resources problems and the reasons. About recruiting can be improved from three aspects: (1) volunteers organize activities of this organization to carry out long-term planning and job analysis, such as organization five-year development plan, etc. (2) based on a detailed plan for the volunteer job analysis, including the volunteer job description and requirements for volunteers. (3) detailed recruiting policy, lest cause idle and waste of resources.

2.2 Strengthening volunteer training and their capacity--the intrinsic requirements of constructing volunteer organization

To recruit volunteers to provide a large number of training activities, not only improve the volunteers' comprehensive quality, enhance their job skills, also can improve the ability of various voluntary organizations to help organizations to better accomplish the goals and tasks. So to strengthen the

construction of volunteer training and ability, is not only the inherent requirement of volunteer organization construction, but also the important guarantee of organizational development. (1) change ideas, set up the ideas of training. Immediately after the volunteer recruitment and selection, training organization. (2) regular training combined with temporary training. University of volunteer training usually think temporary training is given priority to, regular training hardly. according to the interview arrangement, head of voluntary organizations in colleges and universities. This to improve the quality of young volunteers, enhance the cohesion of the organization is very bad. Youth volunteer organizations in colleges and universities should, therefore, improve the training mechanism of volunteers, combine routine training and the temporary training.

2.3 Detailed records management is one of the effective management of volunteer work

Lack of archives management in colleges and universities volunteers this link, the reason is that there is no specific people to do the job. But with the speeding up of the volunteer service socialization, internationalization, colleges and universities should not have been in this job is in a state of hysteresis, and should establish and improve the file management mechanism, both leave precious archives for volunteers, and volunteers can optimize the resource configuration, improve the work efficiency, help volunteers play a better personal ability, and ensure the smooth progress in volunteer work. Archives management should include the following several aspects: volunteers personal information registration JianKa, service object JianKa, volunteer work log, volunteer service work.

2.4 Pay special attention to the volunteers' appraisal and incentive is an important guarantee of volunteer organization efficient operation

Colleges and universities should build three-dimensional volunteer service incentives, combining spiritual incentive and material incentive, practical incentive and development planning, incentive combination: (1) selection of suitable volunteer to participate in appropriate service. According to the records of volunteers in the actual situation, such as knowledge, skill and experience into appropriate positions and complete the volunteer service so that arrange its. (2) the correct assessment of volunteer work. Pay attention to combining daily inspecting and year-end, do volunteer work correct evaluation. (3) volunteers give reasonable reward. College youth volunteer often in participating in voluntary service in \"volunteer enthusiasm and volunteer service funds stretched contradiction\". To change this situation, one is to increase funding support, and volunteer service activities become more rich and colorful, not just don't need to how much money of cleaning the city streets, compulsory tree planting and other activities; Second, in school \"volunteer service award\", in a single scholarship to reward of volunteer service time to achieve the school stipulated time, solve in volunteering their basic transportation, living expenses and cost of raw materials.

2.5 Effective use of network platform for volunteer management services

Participate volunteer information database was established based on advanced network technology and management system, to standardize management of volunteers, as well as for the communication, development and improvement of volunteers to provide more opportunities. (1) combined with the volunteers during the period of school, personal professional expertise and personal willingness to volunteer. According to length of service and quality, the establishment of different level of volunteers, for different levels of volunteers to different levels of management. (2) to establish a dynamic volunteer information database, to volunteer the information updated on a regular basis, provide daily and temporary volunteer service with the latest information on volunteers. (3) college volunteers database establish interactive relationship with external volunteer organization, can undertake communication sharing mechanism of volunteers.

References:

[1]WangMing. An introduction to non-profit organization management [M]. Beijing: China renmin university press, 2012:170.

[2]According to the interview with the student.

[3]According to the interview, head of voluntary organizations in colleges and universities