

**NATIONAL CENTRE FOR AUSTRALIAN CHILDREN'S LITERATURE  
VOLUNTEERS' CONTRIBUTION  
1 JULY 2020 – 30 JUNE 2021**

<b>Volunteer</b>	<b>Activity</b>	<b>Hours</b>
Belle Alderman	<p><b>Database Projects</b> Aboriginal and or Torres Strait Islander Resource: enhance the Aboriginal and or Torres Strait Islander Resource (database) including research, moderating resources, preparing material for the Department of Education, Skills and Employment, develop and implement marketing and communication plan, write/publish articles promoting new database; secure new Contributors; manage project to add 200 books to the Aboriginal and or Torres Strait Islander Resource; meet with external and internal researchers; add resources to the Cultural Diversity database</p> <p><b>Administration</b> Revise Collection Policy; participate in review of NCACL's digital presence; write Director's Board Reports and the Annual Report; NCACL strategic planning; write papers about NCACL; manage Cultural Gifts donations; complete annual UC Affiliate documentation; create copy for NCACL promotional material; work with NCACL graphic designer to produce flyers and Annual Report, correspond and meet with publishers, literary agents &amp; creators; acknowledge donations; network with Australian Children's Laureate Foundation, Books Illustrated, Indigenous Literacy Foundation, IBBY and the CBCA; plan and implement interstate exhibition of Alison Lester's artworks,</p> <p><b>Research</b> Contribute to ARC Research grant applications with Edith Cowan University and the Australian Catholic University, Melbourne; assist UC and external researchers; discuss digital projects with UC staff</p> <p><b>Outreach</b> Present talk to CBCA ACT Branch AGM; meet with Labor minister Alicia Payne; apply for Community grant; discuss new UC course developments; liaise with CBCA national re national conference; deliver talks on ABC radio 666 about children's books and Centre events; supervise volunteers; plan the Belconnen Arts Centre's exhibition of Graeme Base's <i>The Worst Band in the University</i> 20 Aug-10 Oct 2021; create &amp; post material for Twitter &amp; Facebook and communicate with individuals on these platforms; support editor of NCACL's journal, <i>Behind the</i></p>	1820

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	<i>Imagined</i> ; create items for blogs and journals; discuss and plan facilities for the Centre, mentor WIL students for the <i>Dog Tales</i> exhibition and participate in interviews for <i>Dog Tales</i> exhibition	
Margaret Bromley	Research and annotate books for the Aboriginal and Torres Strait Islander Resource, research and write introductory chapter for Aboriginal and or Torres Strait Islander Resource	252.5
Angela Brown	Identify titles from Lifeline for NCACL collection	200
Isabella Brown	Plan & prepare catering for, & attend <i>Dog Tales</i> exhibition, dismount <i>Dog Tales</i> exhibition	10.5
Max Brown	Artwork projects (Deborah & Kilmeny Niland, Bob Graham, Alison Lester, Susanne Ferrier, Narelle Oliver, Andrew McLean, Doris Unger & Gaye Chapman - create frameworks for framed artworks), miscellaneous artwork documentation, framing, labelling, assist with, research, framing of & demounting of the <i>Dog Tales</i> exhibition, document posters, rehousing & reframing NLA loans, processing CBCA posters, accounts, work on NCACL Constitution	365.75
Pat Dickson	Accession, file, photocopy, shelve, prepare information packs, order supplies, provide IT support to colleagues, check new books, prepare clippings for filing, update data spreadsheets, create lists for thank you letters, process books from Lifeline, proof read, copy catalogue, update research files, event promotion, annual report work, monitor sales trolley, create/update bibliographies, work on translation project, create Pamela Freeman finding aid, assist in move to new location	630.25
Heike Elvers	Accession books	105.5
Lynn Fletcher	NCACL Board Secretary, Assistant to the NCACL Board Treasurer, Website Manager, Newsletter Editor, Twitter contributor, Digital Working group member, strategy and advice to Centre Director to the NCACL Board. Support to those engaged the creation of digital resources.	1235.5
Belinda Gamlen	Archival administration, research assistance, proof read documents, tour guide, Isobelle Carmody finding aid, moderate, test & find teaching resources for the Aboriginal and or Torres Strait Islander database project	169

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Rose Howes	ALMA catalogue, solve problem entries in catalogue & amend records, identify duplicates cancel and delete from holdings, process donations, shelve, accession, process transfers from UC library, sales documentation & banking, check & catalogue rare books, prepare & move books to basement, re-space books on shelves, process Lifeline purchases, donations from general public & publishers, train new volunteers, tour guide, ALMA training, assist with events and special exhibitions, research file tasks, repair fragile books, work on translation project, search outside sources for books not held and required by NCACL, assist with any other tasks as required	911.75
Julie Long	Promotion of and publicity for the <i>Dog Tales</i> exhibition	8
Brenda McConchie	Attend Board meetings, contribute to the Commercial & Digital working group, write reports for the Board, co-project manage the Aboriginal and or Torres Strait Islander database project and assist with Hall of Fame project	25
Ruth Nitschke	Aboriginal and or Torres Strait Islander Resource: locating books, creating entries & annotations, moderating, create, check & develop list of subject headings. Process rare books, verse novels project, update graphic novels spreadsheet, assist students & visitors, work on translation project, shelving, set up displays, Collection Policy revision, catering for events, IBBY book check, meetings - ATSI database, moving/design of workspace layout, NCACL future planning	890.25
Rowan Simpkin	Shelve, file, tidy research files, teacher professional development, curriculum entries in the Aboriginal and or Torres Strait Islander database project, school incursions, liaise with Belconnen Arts Centre about Graeme Base exhibition	341
Dempsey Ward	Promotion of <i>Dog Tales</i> exhibition in print and television media	3
NCACL Board	10 attended the 2 hour meeting on 14 Sept 2020 8 attended the 1.5 hour meeting on 9 Nov 2020 9 attended the 2 hour meeting on 15 February 2021 8 attended the 1.5 hour meeting on 17 May 2021	62
<b>Total</b>		<b>7030</b>

Note: 24 volunteers donated 7030 hours, equivalent of 1004 days or 4 full-time staff.