

How do I best support my matches (they tend to call anytime) given I only work three days per week?

- Protect yourself and set boundaries - be realistic about what you can do.
- Identify and communicate the set days that you work.
- Ensure you have good time management procedures in place.
- Recruit a volunteer who can cover the time that you are not in the office or recruit another paid staff member to fill the gaps.
- Pick the days you work strategically so that when you're not there, other organisational support is available.