



VOLUNTEER RECRUITMENT FOR A NON-PROFIT ORGANIZATION:

PART 3

Implementation of Volunteers

SESSION 1



WHAT DOES THE ORGANIZATION NEED?

DEVELOP A VOLUNTEER ASSESSMENT PLAN

SESSION 2



HOW DO I GET WHAT THE ORGANIZATION NEEDS?

OUTREACH STRATEGIES

SESSION 3



HOW DO I GET IT GOING?

IMPLEMENTATION OF VOLUNTEERS



Share your

STORY OF IMPACT

Think through your service experience and focus on an event or interaction that had particular significance to you.

<https://youtu.be/sAQfzHBpRsc>

Describe a time when your service work has surprised you.

Discuss a person who has influenced you in some way throughout your service.

Describe a time when you realized why you serve.

Articulate something you have learned through your service.

WHAT MAKES A SUCCESSFUL ORIENTATION?



WHY IS ORIENTATION NECESSARY?

ORIENTATION IMPARTS KNOWLEDGE.



ORIENTATION BUILDS VOLUNTEER CONFIDENCE.



ORIENTATION PREVENTS
FUTURE PROBLEMS.





ORIENTATION CREATES COMMUNITY.

EXAMPLE



Building Knowledge All of the staff members will be incorporated into orientation, providing information on their own level of expertise.

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Increasing Confidence Each new volunteer will be paired with a staff member or a current volunteer. They will serve as the go-to person for questions and mentorship at the organization.

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Avoiding Problems At the front of the orientation space will have a question box, where new volunteers can put their concerns and questions anonymously. That way, we know what they want to know.

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Creating Community Participants will engage in many icebreakers and skill-based activities. The kids that attend The Kids Club will also be present at the begging stages of orientation.

Based on your timeline, plan out your orientation schedule appropriately. There is room to design the crucial first hour with new volunteers, as well as daily benchmarks for the first week.

The First HOUR

Questions to consider:

- Where will orientation be held?
- Who will be responsible?
- What material should be covered?
- Which checklist components are most necessary?
- Which reasons are most paramount?
- How many people should experience orientation at once?

Location: Playroom

Ideal Number: 10 or less

0-10 min: Name icebreaker

10-15 min: Bertram's Story of Impact

15-25 min: Staff member introductions to each department

25-40 min: Game with the kids

40-60 min: Mission, role of volunteers, policy and procedure

BROAD OUTLINE

Day 1

Icebreaker
Skills based activity
Debrief
Activity
Discussion

- SEMI-STRUCTURED
- NO DETAIL
- NO ACCOUNTABILITY
- NO TIME SEQUENCE



IMPROVED OUTLINE



Day 1

(5 min) Tennis ball icebreaker (Corella)
(20 min) Role Play: 4 mock emergency situations at The Kids Club (Bertram)
(10 min) Debrief discussion on role play (Bobby)
(35 min) Diversity Step-In Activity (Wayne)
(15 min) Diversity Discussion (Corella)

- STRUCTURED
- CHOSEN ACTIVITIES
- INDIVIDUALS IDENTIFIED FOR ACCOUNTABILITY
- TIME FRAME ESTABLISHED

VOLUNTEER MANUAL

Similar **purpose** to orientation



TIPS:

Should not be over 15 pages

Customize to your organization

Build the manual and orientation to be used concurrently.

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