# Voluntary Committee Management

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# Agenda

- What motivates people to volunteer?
- How to recruit volunteers?
- Introducing volunteers to the group
- Issues to get right when hosting work placements

- Access slides and templates online at:
  https://www.buildfutureskills.com/partners/cramdentech/voluntary-committee-management/
  or http://bit.ly/2eve8MP

# Volunteer Motivation

**What really motivates a volunteer?**

- Altruism?
- Sense of responsibility to the Community or Cause?
- Need to feel a part of the Community or Group?
- Enjoyment – social interactions associated with a role?
- Response to a request?

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# Identifying Volunteers

**Where to find volunteers?**

- Networking
- Other community groups
- Targeted through community mapping exercise
- Volunteer Centres and Boardmatch Ireland
- Higher education and schools
- Highlight opportunities online

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# Volunteer Induction

**What does a volunteer need to know to settle into your group?**

- Board Induction Checklist (template)

- Volunteer Induction (template)

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# Volunteer Management

**What should a volunteer management policy contain?**

- Volunteer and Work Placement Management Policy (template)

- Handling difficult situations as they arise

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# Volunteer Expectations

**How to manage volunteer expectations?**

- Create a Role Descriptor (blank template)

*Exercise: What would a volunteer role descriptor look like for a facilities supervisor?*

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# Hosting Work Placements

**Five issues to get right when hosting work placements arranged by West Cork Development Partnership**

- Work plan – participant role descriptor fit
- Community group support for participant
- Realistic community group expectations
- Liaison between scheme supervisor and group
- Focus on progression for participant

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# Next Steps

**Consider:**

- What types of volunteers do you need in your group?
- Where will you find volunteers to recruit?
- Who will support and manage your volunteers?
- What information should be contained on your volunteer induction checklists?

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