

VOLUNTEERS:

To Make it Worth Your While, Make it Worth Their While

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Nothing makes a volunteer less likely to return than feeling they have wasted their time. Here are some tips to make the best use of your volunteers:

Invitations: Invite people with advance notice so they can plan ahead. Include a clear description of the value of what is to be done and an RSVP request.

People: Confirm enough volunteers for the job to be done.(i.e., one person can't move a fridge).

Access: Give clear directions to the location, instructions on where to enter, and have someone greet and orient volunteers. Attend to bathroom directions and disability access.

Child Care: If possible, offer childcare.

Supplies: Have all the supplies the volunteers need for their tasks ready.

Direction: Give clear instructions. For complicated tasks, provide written instruction. Be sure a contact person is available for questions.

Appreciation: Provide recognition (i.e., drinks, snacks, an "I volunteered today" sticker). Always follow-up with a thank-you call, note, or email.

Contact *do good Consulting* at 217-778-1687 or dogood@dogoodconsulting.org for more information on creating great volunteer programs.