

Developing Volunteering Projects



Aligning volunteer contribution (one-day workshop)

Aim of the session:

This workshop is designed to develop the capacity of projects to manage and enhance the contribution that volunteers are able to make to their project. Delegates will be able to explore how volunteers are engaged with their projects, and develop ways to align volunteer contribution to the projects aims and goals

Learning objectives

Delegates will be able to:

- Understand and explain the principles of effective volunteer management
- Identify how these principles can apply to their own situation
- Recognise good practice evident in other volunteering projects applicable to their own situation
- Share with others how they have managed volunteers effectively in their own project

This session will allow delegates to recognise the importance of aligning the contribution of their volunteers and how this can be achieved. It will provide the opportunity to consider underpinning principles of volunteer management, and discuss how these apply to their own situation. The workshop will also enable delegates to reflect on how others effectively manage volunteers and consider how these approaches can help them as they seek to ensure success for the volunteering project they are responsible for.

Outline agenda

- 09.45 Registration and coffee
- 10.00 Welcome, introductions & agreeing outcomes for the day
- 10.20 Project updates and progress with partners – Small groups
- 10.45 Project updates and progress with partners – Whole group
- 11.15 Coffee
- 11.30 Volunteering in my organisation – Small groups
- 12.00 Volunteering in my organisation – Whole group
- 12.25 Different types of volunteer involvement – Whole group
- 12.45 Lunch
- 13.30 Volunteer management in my organisation – who does what?
- 14.00 Practices we are proud of and those we want to change
- 14.45 Coffee
- 15.00 Volunteers and the law
- 15.30 Action planning for the future
- 15.45 Summary and closing context
- 16.00 Close