

Volunteer Programs: Changing for the Better

Please use this worksheet to help you think about your volunteer program.

Email me at nicole.balsdon@ubc.ca for the PDF or with any questions.



Reflect and Define

_____ 's volunteer program is committed to _____ and _____.

This is important to us because _____.

We will attract a diverse and inclusive team by _____.

Our volunteer opportunities are fair to volunteers and staff because _____.

Key questions to ask about your volunteer program:

- Why do we do this in a certain way?
- What would happen if we changed?
- How can you shift your time to better reflect your priorities?
- Are your recruitment process and expectations equitable?
- How long ago did you review your onboarding, position descriptions, and policies?
- Do you attract the volunteers you need?
- What do you want to change the most?

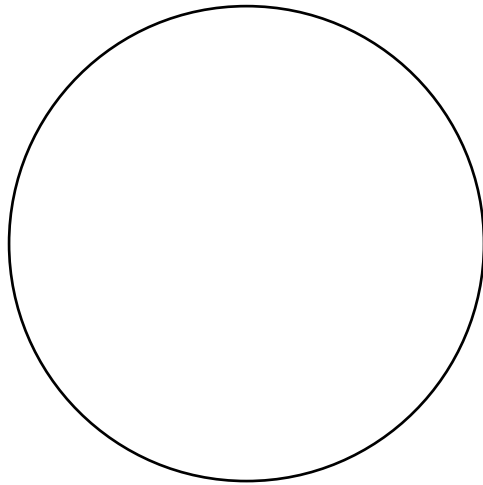
What do you like most about your volunteer program?	What do you like the least?

Time to be honest... is your volunteer program working for...	
... you?	
... the volunteers?	
... your workplace?	

How much of your week do you spend on volunteers? _____

Fill in this pie chart with the approximate proportions of the following categories.

Does this spread make sense to you and your workplace?



_____ % Admin and Logistics (databases, info, calling)

_____ % Recruitment and Interviews

_____ % Training (initial, ongoing)

_____ % Mentoring and evaluation

_____ % Recognition

_____ % Reporting

_____ % Other:

_____ % Other:

When I look at my chart, I notice _____

I want to spend more time on _____ and less time on _____

Prepare for change!

One small thing I can change (or let go) is:	
When will it happen?	
Put it out there! I will share this idea with:	
Perceived barriers to this change:	
I will address the barrier by:	
My first step is:	