



RECRUITING, RETAINING & MANAGING VOLUNTEERS

Wednesday 6th October 2021

10.00am – 1.00pm

Recruiting Volunteers

2.00pm-5.00pm

Managing Volunteers

Venue: A Virtual Training Session on Zoom



This interactive and engaging one-day course will explore the challenges of recruiting, retaining and managing volunteers. It is ideal for staff who have this responsibility as their role.

We have split the course into two halves to give participants more choice.

Morning: Recruiting Volunteers

Afternoon: Managing Volunteers

Topics include:

1. Volunteer motivation
2. Writing role descriptions
3. Writing recruitment adverts
4. Selection process
5. Induction and support

<https://us02web.zoom.us/meeting/register/tZwpdu6srD0tHtHLL9iqrEyesBi-frU9Kff>

Topics include:

1. Volunteer Supervision
2. Managing changing motivations
3. Dealing with challenging or difficult behaviour
4. Saying "Goodbye"
5. Rewarding and recognising volunteers

https://us02web.zoom.us/meeting/register/tZMtCu6qrj0iHtxh0_z2vrpuUPHLUFTp17V3

If you have not already achieved 6 Point Promise accreditation this is an ideal opportunity to get started!

Achieving this standard is acknowledgement of your commitment to excellence in volunteer management. It gives potential funders evidence of the quality service they look for and potential volunteers can be confident that they will be valued and supported by your organisation.

Cost:

Herts Voluntary Organisations: £25 half-day **or** £45 full-day (Includes Template Documents)
Statutory & Non-Herts Organisations: £50 half-day **or** £90 full-day (Includes Template Documents)

For further information email Carmen Dillon at c.dillon@whcvs.org.uk or call 01707 274861

Let us know if you have any access or learning support requirements.

