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STRATEGY FOR FINDING VOLUNTEERS FOR CONCRETE TASKS



1h 40m



PLENUM AND
SMALL GROUPS

DESCRIPTION

It can be hard to find volunteers for tasks that require special skills. When your organization has a need for volunteers to complete specific tasks, you may need to employ targeted volunteer recruiting techniques.

Use this exercise to develop a process for recruiting volunteers for specific open positions and concrete tasks.



PREPARATION

- Review Worksheet:
Task Manager Chart (05)



MATERIALS

- Writing Materials



TOOLS

- Worksheets:
Developing a Strategy for Finding
Volunteers (04)
Task Manager Chart (05)
Developing a Message for Volunteers (06)



OUTLOOK



WORKING WITH
VOLUNTEERS

STEP 1 **IN SMALL GROUPS:**

Develop a strategy for recruiting volunteers. Such a strategy will help you include information about where to look for the right volunteers. It will formalize what the right tone and content should be for volunteer recruitment communications.

You can use [Developing a Strategy for Finding Volunteers \(04\)](#)  to help you think about important elements of the strategy. **[20 MIN]**

STEP 2 **IN PLENUM:**

Come together and share the ideas that you came up with for the recruitment strategy in the smaller groups. **[15 MIN]**

STEP 3 **IN SMALL GROUPS**

With a predetermined task in mind, fill out [Task Manager Chart \(05\)](#) 

Talk through each category in [Task Manager Chart](#) and about how you might find volunteers for the task using the recruitment strategies previously discussed. **[35 MIN]**

STEP 4 Write a recruitment text to attract new volunteers. [Developing a Strategy for Finding Volunteers](#) helped you define the appropriate target group.

Now use [Developing a Message for Volunteers \(06\)](#)  to help you write the recruitment text to communicate to that target group. **[30 MIN]**

NOTE:

This exercise is a supplementary part of Working with Volunteers. You can skip and/or postpone this activity based on your needs.

