

CAREER
LAUNCH!



VOLUNTEER MENTOR
Career Launch Curriculum
Student Leadership



VOLUNTEER MENTORS

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VOLUNTEER MENTOR OVERVIEW

STUDENT MENTORS are school leaders who are expected to volunteer at school and local community events. 'Lending a hand' to help make a difference is an outcome all leaders thrive to accomplish.

VOLUNTEER GOALS

Volunteering provides both the volunteer and those being helped huge benefits –

- Enhances life satisfaction
- Builds confidence
- Promotes positive relationships
- Reinforces teamwork pride
- Expands professional contacts
- Improves self reliance
- Strengthens personal networks
- Creates loyalty and trust

VOLUNTEER REQUIREMENTS

When someone has a willingness to volunteer and especially provide service to others, they are never too young or old to volunteer. Those students that are under the age of 14 can sign up to volunteer if their parents volunteer with them. A current trend is to have an organization serve as a 'clearinghouse' allowing immediate volunteer registration for those who have a desire to provide community service on a regular basis.



VOLUNTEER SKILLS

When deciding to sign up for volunteering experience, it is important to take time to understand skills necessary to be an effective and successful volunteer.

Volunteer skills important for successful volunteer experiences –

- | | |
|---|--|
| <input type="checkbox"/> Teamwork | <input type="checkbox"/> High Energy Level |
| <input type="checkbox"/> Leadership skills | <input type="checkbox"/> Healthy Lifestyle Choices |
| <input type="checkbox"/> Problem solving skills | <input type="checkbox"/> Positive Role Model |
| <input type="checkbox"/> Communication skills | <input type="checkbox"/> Ability to work with a team |
| <input type="checkbox"/> Time management | <input type="checkbox"/> Strong Work Ethic |
| <input type="checkbox"/> Ability to get along | <input type="checkbox"/> Confidence |
| <input type="checkbox"/> Creativity | <input type="checkbox"/> Flexibility - Coping Skills |

STUDENT LEADERS

Students 13 and over who are interested in volunteering at school or in the community need to make personal contacts to identify volunteer events and activities needing help. 'Get the word out' by connecting with –

- Parents and other family members
- School administrators, teachers and other school staff
- Neighbors
- Friends and classmates
- Employers and coworkers

VOLUNTEERS MAKING AN IMPACT

Volunteering is growing in popularity for those of all ages. Most important is for volunteers to sustain their impact as community volunteers. Knowing what organizations are ready to engage volunteers is significant. With today's economic challenges, nonprofit organizations especially have pressure to keep their overhead costs low. Staffing and building projects are common needs that often are not covered by grants and donors.





VOLUNTEER RESPONSIBILITIES

VOLUNTEER LEADERSHIP

Volunteers, especially those with skills and expertise have many functions as community helpers. Since many nonprofit organizations have untrained and unskilled volunteers, skill-based volunteers can make a significant impact on helping organizations realize goals and missions. Volunteer responsibilities and readiness factors –

STRONG LEADERSHIP STYLE

Innovative, open to new ideas, strong communication skills and vision

EFFECTIVE INTERPERSONAL RELATIONSHIPS

Accepts different viewpoints, solicits feedback, prioritizes loyalty

CAPACITY BUILDING

Available and willing to spend time and resources

ORGANIZATIONAL FOCUS

Understanding of financial stability and staff leadership roles;
values skills-based volunteering

VOLUNTEER MANAGEMENT

Volunteers have many leadership roles and expectations when called upon to help. Volunteering at events often leads to more volunteer responsibilities –

- **DATA COLLECTION** filing and recording information - spreadsheets
- **DATA ASSESSMENT** distributing and collecting surveys
- **MARKETING** news releases, photos, videos, social media posting, emails, brochures, reports, newsletters . . .
- **RECRUITING** improving network capacity - new volunteers
- **WEBSITE** developing and updating website
- **HANDBOOK** policies, procedures, flow charts, leadership model
- **BUSINESS PLAN** planning for specific programs - strategic plans
- **DONATION COLLECTION** organizing donations
- **FUND DEVELOPMENT** raising money, donor contributions





VOLUNTEER LAUNCH



NEW VOLUNTEER MODEL

Volunteer Clearinghouses started in urban areas have now been implemented in smaller communities. Volunteer Clearinghouses provide information about volunteer programs and direct people to volunteer contacts at locations of interest. Volunteer services can work to connect volunteers with community-based organizations through the creation of service opportunities and communication with interested volunteers.

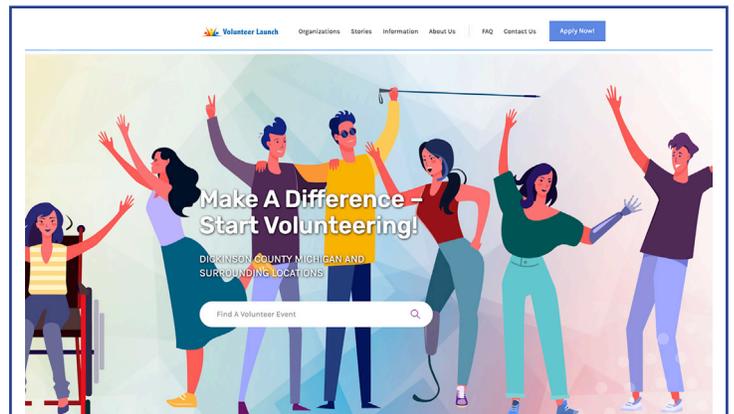
Organizations set up to help volunteers find volunteer opportunities often collaborate with 25 or more organizations in order to centralize service opportunities. Youth especially are very hopeful when they discover they can sign up for volunteering by viewing one local website. More individuals are impacted when volunteer registrations are better organized.

VOLUNTEER LAUNCH

Starting in the Fall of 2020, Our Place Community Center in Iron Mountain, Michigan will begin their new volunteer clearinghouse called Volunteer Launch featuring online volunteer registration and information on volunteer opportunities. Volunteers can access local volunteer information for Dickinson County Michigan and surrounding areas through the website: volunteerlaunch.org

VOLUNTEER COLLABORATION

The key to promoting a volunteer sign up procedure is to identify volunteer opportunities in specific locations. Because new technology and especially software advancements, websites can now be developed and managed more efficiently. However, it is still imperative to have individuals skilled in knowing how to communicate effectively using volunteer websites as a daily means of communication. Most events are marketed over a 3-4 week period resulting in the importance of a 'quick turnaround' communication line for both volunteers and volunteer coordinators.





VOLUNTEER CONNECTIONS

VOLUNTEER COMMUNICATION

Websites serving as volunteer registration sites with volunteer information must be easy to locate and navigate; as well as contain current volunteer updates.

Online Volunteer Coordinators have the responsibility of staying in close contact with event coordinators and interested volunteers from the time of sign up to event day. Expectations of effective online volunteer programs –

- | | |
|-------------------|--|
| • NETWORKING | Close contact with event coordinators |
| • MARKETING | Community awareness of volunteer program, Leaders to register organizations; Leaders to connect volunteers with volunteer events |
| • STAFFING | Financial support for website development, marketing and staffing |
| • FUNDING | Ongoing presence in community, branding, consistent staff, community benefits |
| • SUSTAIN ABILITY | Publish results, making a difference |
| • IMPACT | |

Communication is the key to developing and sustaining a volunteer clearinghouse. Using all types of media - Print, TV, Radio, Internet, Presentations increases community awareness and volunteer registrations. Photographs and video are also examples of how to convey advertising messages about volunteer opportunities.

