# Resource sheet 1i:

# Strategic planning for volunteer involvement – checklist

1. We have identified why we want to involve volunteers *(tick as many as apply):*

* To benefit from skills and/or experience that are currently lacking
* To expand the local profile of the organisation
* To provide credibility to our organisation
* To support and enhance the work of paid staff
* To expand the organisation’s activities
* Event management and support
* To help improve service users’ quality of life
* As a way of being involved with one’s local community
* Volunteers *are* the group or organisation.

## 2. We have prepared for involving volunteers in the following ways:

*You should be able to tick all of these. For help answering the last two statements, complete the* [Resources and budgeting planner](https://drive.google.com/open?id=0BxM5UHfVB7YWTzMtT19TeDJpTlk)

* We understand how involving volunteers relates to the mission and objectives of our organisation
* We have thought about how we can make volunteering with our organisation attractive to prospective volunteers
* We have planned how to address any issues relating to how attitudes and beliefs in our organisation might affect how employees and volunteers relate to each other
* We have consulted with existing staff and involved them in planning
* We have addressed any staff concerns about involving volunteers



* We have taken into account all of the costs involved in involving volunteers
* We have obtained the necessary tools and equipment for volunteers to carry out their roles safely and competently.

3. We consider our volunteer programme could help individuals *to (tick as many as apply)*:

* Gain new skills and experience
* Benefit from the ‘feel good’ factor
* Do something that they believe in
* Meet people and make new friends
* Occupy their time
* Enhance employability
* Contribute something of wider benefit
* Gain a reference
* Build confidence.

For more information

[National Council for Voluntary Organisations (NCVO)](http://www.ncvo.org.uk)

NCVO champions the voluntary sector and volunteering across Britain by connecting, representing and supporting voluntary organisations. It has a reputation as an authoritative voice for the sector.

* [www.ncvo.org.uk](https://www.ncvo.org.uk/) Phone: 020 7713 6161 Email: ncvo@ncvo.org.uk

NCVO Knowhow Nonprofit

Knowledge and e-learning for charities, social enterprises and community groups. Learn from experts and peers, and share your experiences.

* [www.knowhownonprofit.org](https://knowhownonprofit.org/)

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