

## Volunteer Management & Your Mission Worksheet

### Getting Started

#### Your Mission

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#### Your Volunteer Roles

1.	
2.	
3.	
4.	

### Volunteer Recruitment

#### Resources: Your Sphere of Influence

1.	
2.	
3.	
4.	

## Strategies: Your Ask

## Volunteer Retention

### 4 Key Volunteer Needs: F.A.I.R.

1.

2.

3.

4.

## Your Volunteer Engagement Needs

Based on best practices discussed and your *Volunteer Engagement Assessment* results (provided separately), list the core need and activity with the two lowest scores:

**Core Need #1:**

**Activity #1:**

**Core Need #2:**

**Activity #2:**

## Volunteer Risk

### 6 Key Volunteer Risk Types

1.

2.

3.

4.

5.

6.

### Your Risk Assessment

Based on best practices discussed and your *Volunteer Risk Assessment* exercise (provided separately), list your volunteer activities with the two highest unmanaged risk scores:

**Volunteer Activity #1:**

**Risk Area:**

**Impact Score:**

**Volunteer Activity #2:**

**Risk Area:**

**Impact Score:**

Your Action Plan	
<b>Recruitment</b>	
What	
How	
Who	
When	
<b>Retention</b>	
What	
How	
Who	
When	
<b>Risk</b>	
What	
How	
Who	
When	
<p>Every organization will have different volunteer roles, recruitment needs, compliance requirements, and potential risks. If these exercises uncovered areas where you want to shift your focus, schedule a complimentary virtual <b>Volunteer Strategy Session</b> to further develop your action items to recruit &amp; retain volunteers while protecting your mission:</p>	

