

Volunteer Management & Your Mission Worksheet

Getting Started

Your Mission

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 <i>Volunteer Risk Assessment</i> 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	
Recruitment	
What	
How	
Who	
When	
Retention	
What	
How	
Who	
When	
Risk	
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 Volunteer Strategy Session to further develop your action items to recruit & retain volunteers while protecting your mission:</p>	
	