

Covid-19 Volunteer Recruitment and Support

Be Clear

On the volunteer roles your group can offer.



Central Point of Contact

Have a clear system for managing and organising volunteers. Do you have a central point of contact?



Be Creative

You can be creative, new volunteers can bring professional experiences and life skills to your group (eg: marketing/project management).

Data Management

Manage data securely – Is it effective?

Risk Assessment

Assess each role and decide on how you are keeping people safe. Visit www.comunityactionsuffolk.org.uk for guidance.

Promotion

Promote volunteer roles widely: Use Social Media, Next Door, local radio, word of mouth, volunteer Suffolk. www.Volunteersuffolk.org.uk

Define Roles

Define these roles on paper, with expectations and boundaries.



Communication

Check in and communicate with your volunteers regularly – How are they doing? It is important to look after yourself and your volunteers. Share successes of the group.



Recruitment Process

Have a clear recruitment process: How are you accepting expressions of interests?

Motivations

Consider volunteers' personal motivations: Let volunteers know about free training available and other roles which might interest them.

Further information to each top tip can be found on www.communityactionsuffolk.org.uk

