



Management of Volunteers

Date:

Oct 16, 2019

Course Duration:

One day

Venue:

Dennett House, 11 Middle Street, Taunton, Somerset, TA1 1SH - this course can also be delivered on an in-house basis

Description:

This one day event explores the successful recruitment, retention and development of volunteers. It also considers relevant legislation, your responsibilities and dealing with under performance.

Content:

Volunteer Role

- Understanding volunteers – who does and doesn't volunteer and why
- Volunteer roles and organisational contribution
- Skills, knowledge and attributes of volunteers

Recruitment

- Finding and recruiting volunteers
- Effective engagement and communication

Development and Retention

- Developing performance of Volunteers
- Motivating and Rewarding Volunteers
- Positive Culture and Retention of Volunteers

Volunteer Agreements

- The employment status of volunteers
- The differences between employment contracts and volunteer agreements
- Recruiting and selecting volunteers
- Having appropriate volunteer policies in place
- Legislation that impacts on volunteer agreements and relationships
- Managing underperformance of volunteers

TRAINING DETAILS

Course Ref:

MB/19/961

Closing Date:

14/09/2019

Course Administrator:

training@swcouncils.gov.uk or
call 01823 270101

Related Courses:

[ILM Leadership and Management Qualifications - In House \(Levels 3,4,5 and 7\)](#)

[ILM Leadership and Management Qualifications - Distance Learning\(Levels 3, 4 and 5\)](#)

[ILM Level 3 in Award in Management of Volunteers](#)

[Management of Volunteers](#)

"The tutors were excellent, amazing and inspirational"

"My confidence has improved - knowing that I'm doing the

...that I'm doing the
right thing as I have
the knowledge"

"The course has helped me identify the areas I need to develop personally to ensure that I am an effective team leader/manager. It has helped me understand how different people learn and how different people are motivated"

"It has highlighted to myself and my managers measures that could easily be put in place to improve my own performance and that of my team as a whole"

Member Organisations: £185

Non-Member Organisations:
£215

(All prices subject to VAT)

