

# INFORMATION FOR ORGANIZATIONS



The following document is tool for non-profit organizations to assist them in preparing volunteer opportunities for families.

## Benefits

- Increases your volunteer base
- Creates stronger ties with the communities you serve
- Provides more awareness of community issues
- May create life-long volunteers
- Gives you a better sense of community needs
- Families are strengthened, which ultimately leads to stronger communities.

## How do we include family volunteers into our programs?

Before you start recruiting family volunteers you need be sure that you are incorporating all of the components of the volunteer management process into your programs.

- Planning
- Job Design
- Risk Assessment
- Recruitment
- Intake
- Orientation/Training
- Supervision/Evaluation
- Recognition
- Administration

## Some questions to ask:

- Would individuals throughout your organization see the importance of having a family volunteer program?
- What would be some of the staff's needs in implementing a family program?
- Do you have a minimum age requirement for volunteers?
- Will the staff have to make compromises in order to accommodate children younger than its policy states? List compromises.
- Identify some of the volunteer opportunities that exist in your organization that families could do in their homes.

- List three activities or programs that you currently have, that families could become involved in quite easily.
- Do you believe that all volunteers at all levels feel respected and valued by your organization?
- What is the demographic makeup of families in your community?
- Do your publications and other external materials contain images of various family units? Are family images of traditional families?
- Does your volunteer base reflect the demographic makeup of your community? Who would be your partners in the area of family volunteerism?
- What would you do to develop relationships and partnerships around the issue of family volunteerism?
- How would you interview families?
- What would you have to do to ensure that your organization's insurance covered families?

### **Policies to consider**

- Age
- Risk and Liability
- Screening
- Training
- Supervision
- Discipline
- Safety & Rules
- Consent forms and liability waivers

### **Family Project ideas**

Families may be interested in working from their own home or possibly they will want to work at your organization. Here are a variety of different projects that may be suitable for Family Volunteers who would like to volunteer for your organization.

#### *Arts/Crafts*

- Sew children's clothes for a shelter
- Knit mittens for a homeless shelter
- Cards to be sent/delivered or presented to Seniors

#### *Animals*

- Walk animals at animals shelters
- Organize a food drive for a local animal shelter

### *Fundraising*

- Bottle recycling
- Bake sale
- Lemonade stand

### *Miscellaneous*

- Painting projects
- Clean-up
- Washing windows

### **Submit your opportunity**

Families Volunteering Together offers short-term volunteer activities for families. We market your opportunities by posting submissions on our website, and interested families register through your organization. You are also expected to recruit family volunteers through your own network.

**In order to submit a volunteer opportunity, your organization must be a member of Volunteer Calgary. Please log on to the [Member Portal](#), for more information. \*Remember to click on "Family"**