

# Introduction to volunteer management

## Course description

A practical introduction to managing volunteers effectively. This will be good for projects who are just starting to recruit volunteers and for new workers to develop their confidence.

## What level is this course for and who should attend?

Levels 1 and 2

Third sector, public or private organisations

## What will participants learn?

- How to define a volunteer's role and effectively recruit volunteers
- Why people want to volunteer, and potential barriers to volunteering
- How to support and supervise volunteers
- How to recognise and reward volunteers
- Boundaries for volunteers and volunteer managers
- How to create an action plan for your own project

## What else do I need to know?

Time: 9.30am - 3.30pm  
Date: Tuesday 29 June 2010  
Refreshments: Lunch  
Facilitators: NCVS Volunteering Team  
Costs: Nottingham city groups - £25  
Public/private - £50

## Book now - 3 options

Call 0115 934 8400 or

Email [training@nottinghamcvs.co.uk](mailto:training@nottinghamcvs.co.uk) or

Download our application form:

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