



# Utilizing Volunteers for Prevention

## General Volunteer Considerations

Public service literature shows that volunteers generally desire to be treated more formally, like staff. This means ensuring policies and procedures for volunteer:

- Interview processes
- Job descriptions
- Management
- Evaluation

Women and those with more free time and fewer job responsibilities (college students, retired individuals) tend to serve more often as volunteers, but don't let this limit your search.

Volunteer tasks can range from basic administrative duties to more in-depth work. Matching tasks with volunteer interests (i.e. "What would you like to add to your resume?") can greatly contribute to volunteer quality and sustainability.

Keep in mind the difference between interns and volunteers; interns have learning expectations and agreements.

### Selected Resources:

- Alliance for Nonprofit Management <https://www.allianceonline.org/>
- Nonprofit Resource Center <http://www.nprcenter.org/>
- CA Labor & Workforce Development Agency <http://www.labor.ca.gov/>

## Prevention Volunteer Considerations

Think "big P" Prevention *and* "little p" prevention. While a volunteer may not be a fit for teaching sessions in a classroom or leading community mobilization efforts, your prevention program likely has many other needs. What tasks will help you do your prevention work better and more efficiently?

When looking for prevention volunteers consider:

- Who do you want to volunteer? Adults? Youth?
- What level of experience do you need from your volunteers based on the tasks to be assigned?
- Create and clearly communicate policies and procedures around volunteering (i.e. attendance, dress, and behavioral conduct).
- How do you recruit volunteers? Many use social media, partnering with other organizations, etc.
- How will you retain volunteers? Consider

keeping them engaged via different projects and be sure to assign projects within their skill set.

Be honest about volunteer skills and capacity. If a volunteer isn't a fit for a prevention task like public speaking, give the person other options.

Provide foundational training to prevention volunteers (root causes, movement history, etc.) rather than *only* training on curricula or tools needed for that volunteer's assigned tasks.

*I want to volunteer somewhere where I am passionate about their mission. It gives me an opportunity to give back to my community and help support issues that matter to me. – CALCASA volunteer*

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