



SERVE OHIO
Ohio Commission on Service and Volunteerism



Project-Based Volunteering

How to create and engage volunteers
in one-time projects.



What is Project-Based Volunteering

- Engaging volunteers in one-time or short term projects:
 - Clear start and end time
 - One-time event (can be recurring)
 - No ongoing commitment for volunteer
 - Immediate impact
 - Limited or no training required
 - Activities designed to engage groups or teams of volunteers



What are good Projects?

- High Impact
 - Working one on one with clients
 - Serving food, sorting clothes or donations
 - Community garden work, litter clean-up, painting/refurbishing a community building
 - Anything that gets me out of my seat, my hands dirty, or interacting with service recipients
- Enjoyable for volunteers
 - Almost anything that's team-based can be enjoyable
- Challenging for volunteers
 - Allows them to build new skills, try new things



Planning a project

1. Identify a need in your community
2. Develop and scope your project
3. Recruit volunteers
4. Implement a successful project
5. Follow up with volunteers
6. Reflection



Identifying a Project

Find a pressing need in your community.

- Speak with your [volunteer connector organization](#) and find out what's already happening in your community. If you see a service gap, consider creating your own project.
- Brainstorm with friends and local leaders about what your community most needs.
- Conduct a needs assessment by mapping resources, holding focus groups, or distributing a survey.



Developing Your Project

Important things to think about:

- Rules and Regulations
 - How can we involve non-screened volunteers?
 - We know what they can't do, but what can they do?
 - What rules will we put in place for the project?
- Supplies
 - What do volunteers need to complete the project?
- Space
 - Where is the project taking place? Do we have permission?
- Volunteer Needs
 - How many volunteers do we need? Do they need any special skills or training?
- Contingency Plan
 - Outdoor project? What if it rains?



Recruiting Volunteers

Where will you recruit your volunteers?

- Targeted recruitment
 - Friends, neighbors, college students, corporate volunteer groups, church groups
- Untargeted recruitment
 - Online recruitment tools
 - Volunteer connector organizations

Volunteers report the number one reason they choose to volunteer is because they were asked!



Implement Your Project

Elements of a Successful Project:

- Welcome & Volunteer Sign In
- Orientation
 - Include the history, goals, and mission of your organization.
- Assign volunteers tasks and make sure they always have something to do – no idle hands!
- Take pictures and post to social media!
- Reflection & Wrap Up
 - What is the impact volunteers have made?
 - What are additional opportunities to volunteer?



Volunteer Follow up

- Thank the volunteers for their time
- Provide them with information about impact made
 - How many seniors made arts & crafts?
 - How many meals were served?
- Provide them with information about additional ways to get involved
 - When is the next project, volunteer orientation/training, fundraiser, etc?



Reflection

- Staff Reflection
 - What went well?
 - What were some challenges?
- Schedule next project
 - Can be the same project
- Incorporate the project(s) into your year round schedule
- Keep in touch with your volunteers and provide additional ways to remain engaged.