

# VOLUNTEER CONNECTIONS

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## INTRODUCTION

Volunteer Connections ... Connecting those who can help with those in need.

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## REQUEST

Requester (parishioner, ministry lead, staff member, etc.) completes and submits an on-line VOLUNTEER REQUEST FORM.

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## CLARIFICATION

Meet with Requester to clarify details of VOLUNTEER REQUEST FORM.

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## ASSESSMENT

Determine if Parish Nurses should be asked to provide assessment or pass volunteer request on to an existing ministry, if appropriate.

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## CREATION

Create VOLUNTEER OPPORTUNITY with information from VOLUNTEER REQUEST FORM.

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## SIGN-UP FORM

Create VOLUNTEER SIGN-UP FORM on [signup.com](http://signup.com).

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## RECRUITMENT

Post VOLUNTEER OPPORTUNITY on parish website, in parish email newsletter and bulletin, on social media, etc. with link to SIGN-UP FORM on [signup.com](http://signup.com).

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## VOLUNTEER TRAINING

Determine if a background check or any specific training is required. If so, connect to the appropriate person.

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## CONNECTION

Connect Volunteer to Requester.  
Review VOLUNTEER OPPORTUNITY to ensure expectations understood.

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## FOLLOW-UP

Requestor is surveyed to ensure volunteer needs met. Volunteer surveyed for feedback and suggestions.