

Volunteer Management Training

Estimated Value: \$265/person

Cost to Community: \$0

Timeline: 6 1-hour meetings, virtual (January-March)

It's highly recommended for the individual to complete all of the modules. They will receive a certificate at the end of the 6 modules from USERVE UT and Utah Main Street.

Course Overview:

Volunteer Management Essentials | January 7, 11am-12pm

Discover how volunteerism strengthens communities, explore the diverse types of volunteers and the challenges they encounter, and learn practical strategies and tools to build a strong foundation for effective volunteer management.

Position Development | January 14, 11am-12pm

Learn practical tools and methods for writing effective volunteer position descriptions. Identify key components of strong, clear descriptions and practice developing new roles that support organizational needs.

Recruitment | January 28, 11am-12pm

Learn how to design effective recruitment messages, reach target audiences to expand your volunteer base, and identify key resources that support successful volunteer recruitment.

Volunteer Onboarding | February 25, 11am-12pm

Explore the importance of a strategic onboarding process and learn how to develop effective screening and orientation strategies for volunteers. Discover practical training and engagement techniques to foster long-term volunteer commitment.

Volunteer Performance & Impact | March 11, 11am-12pm

Learn how effective supervision strengthens volunteer performance, how to provide ongoing feedback and address performance issues, and how to measure, track, and report volunteer impact to demonstrate value and improvement.

Retention & Recognition | March 25, 11am-12pm

Explore how understanding volunteer motivation boosts retention. Learn strategies to keep volunteers engaged, build a culture of appreciation, and plan creative ways to recognize their contributions.

This service is available to individuals from all communities within the Utah Main Street Network.

>ushpo.utah.gov/utah-main-street-program