

Volunteer Recruitment

This worksheet will help you manage the volunteer recruitment process. This worksheet can be used in conjunction with the Volunteer Position Description Worksheet and the Recruitment Strategy Worksheet.

Volunteers needed: _____ Minimum age: _____

Do volunteers need to have specific skills/qualifications? Yes _____ No _____

If yes, please list skills/qualifications needed. _____

Is the service site accessible for persons with disabilities? Yes _____ No _____

If no, how can it be made accessible? _____

General Volunteer Recruitment:

The internal volunteer recruitment contact agrees to take responsibility for recruiting _____ (#) volunteers. Volunteers will be recruited from:

Community Volunteer Recruitment:

The community agency recruitment contact agrees to take responsibility for recruiting _____ (#) volunteers. Volunteers will be recruited from:
