Volunteering

CPR Group Workshop

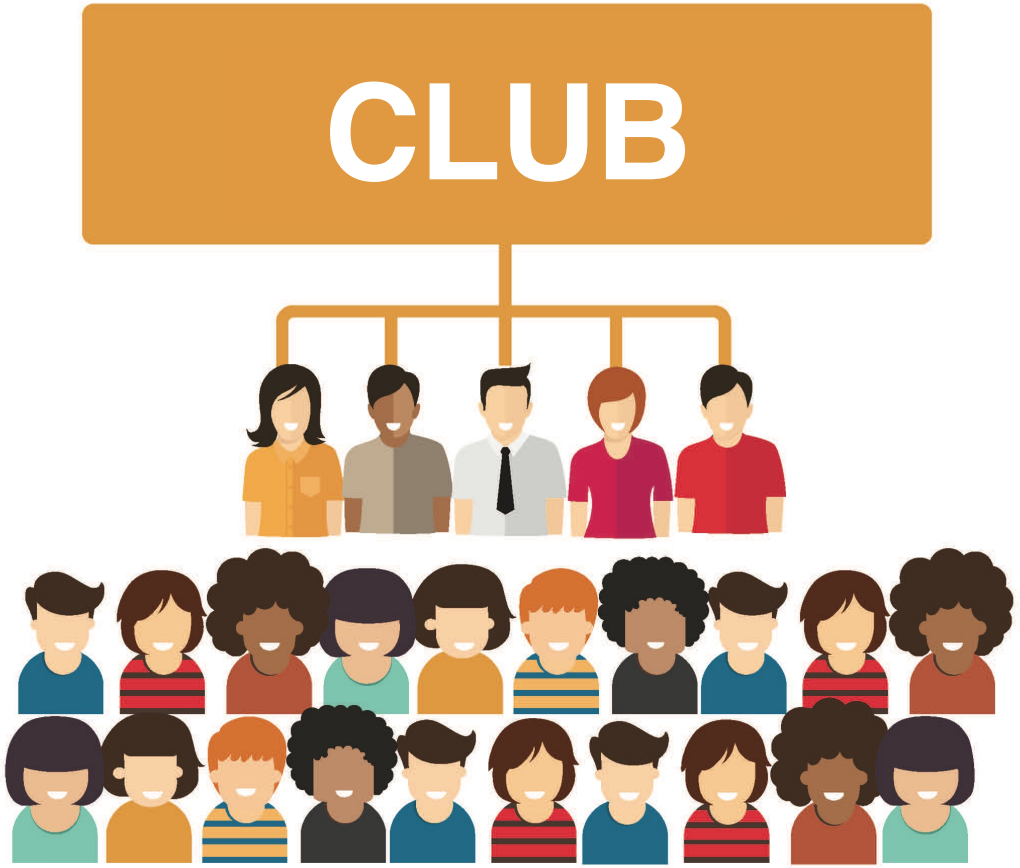
17 May 2023

CPRGROUP
connelly project resources

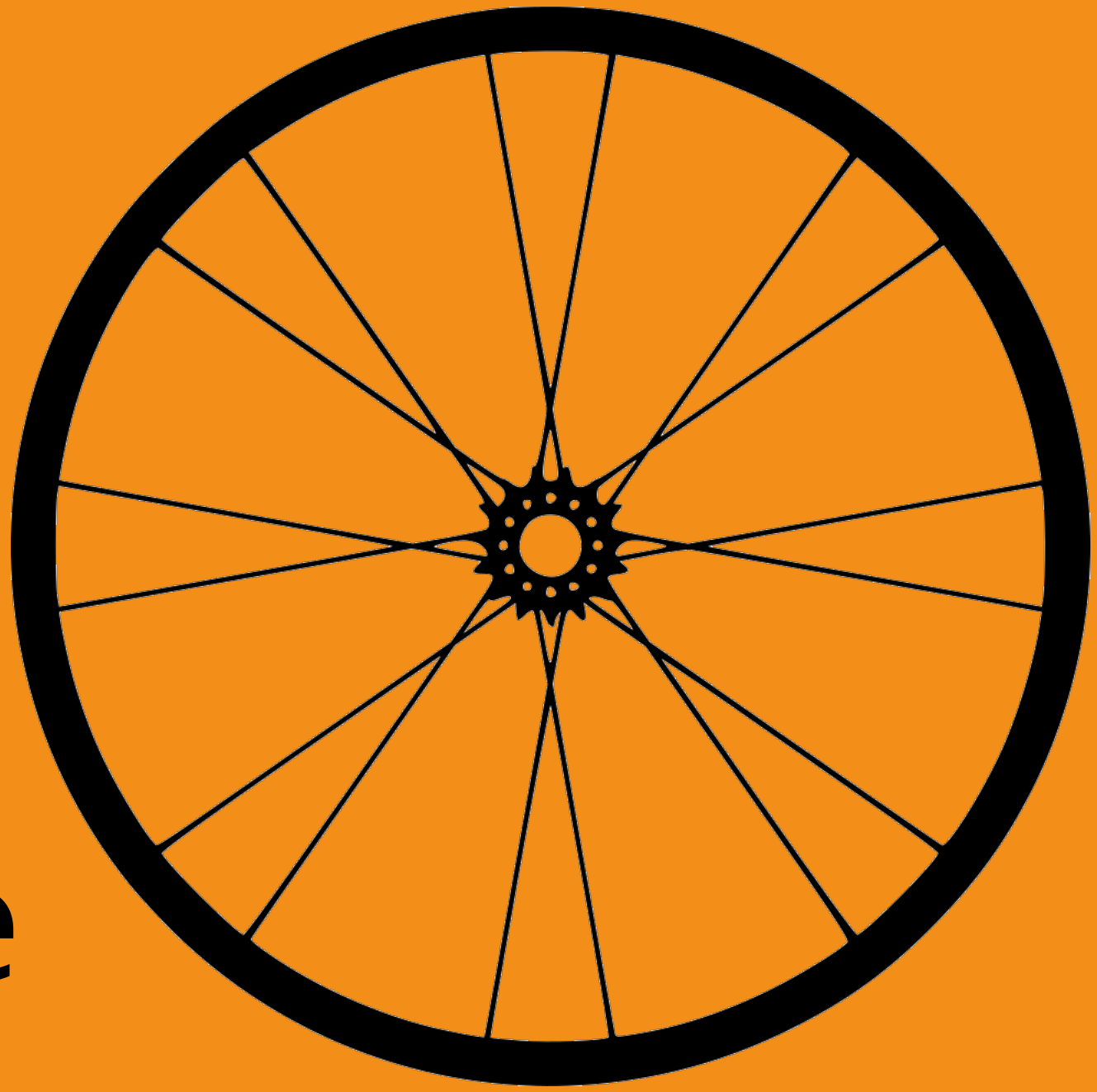
roadblocks

Why is it difficult?

- leadership
- executive positions
- other positions
- other helpers



volunteer roles



governance

Governance

Operations

event clean up

meeting new members

social media management

strategy

meetings

constitution review

marketing

stock control

event setup

---

cooking the BBQ

complaints handling

risk management

budgeting

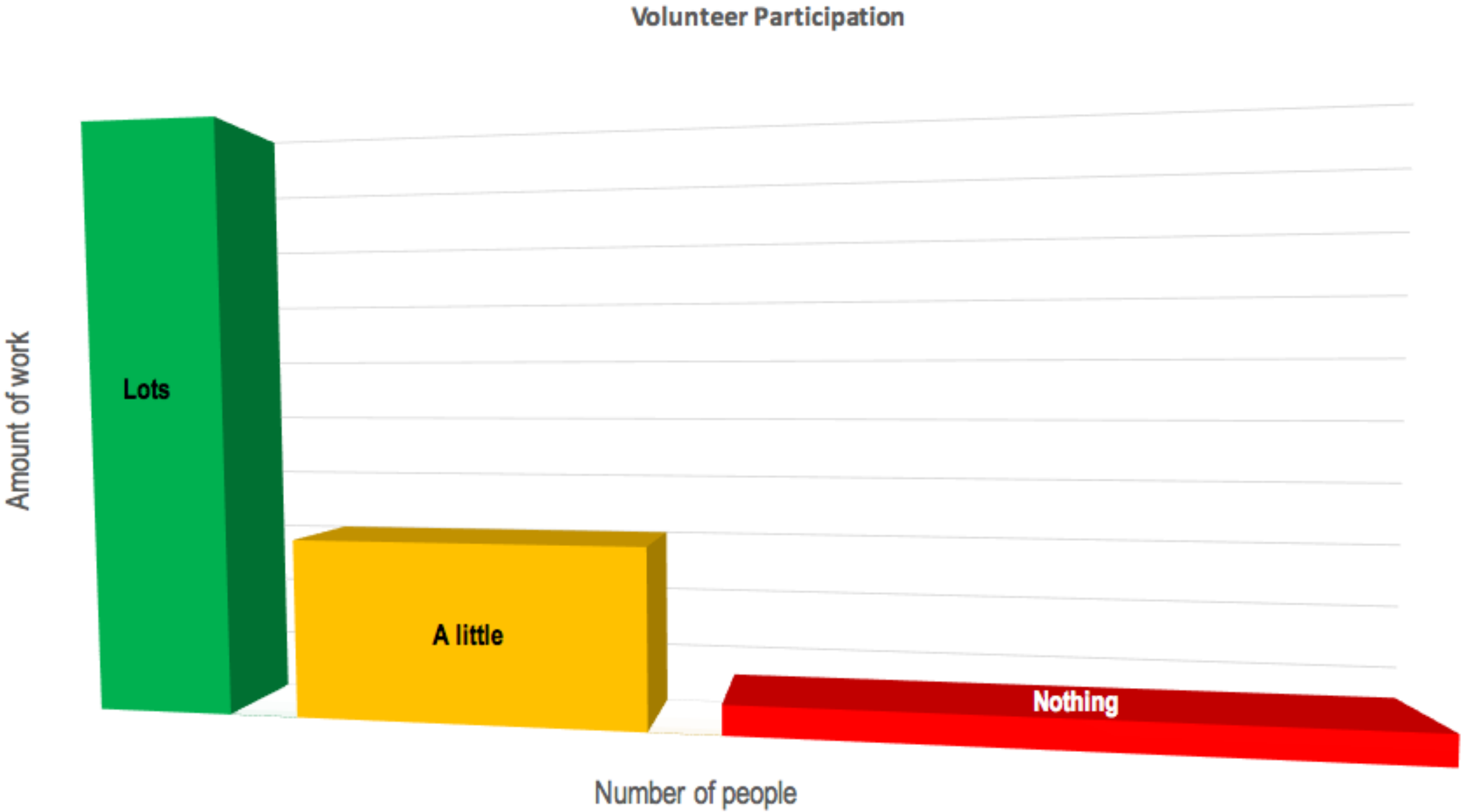
merchandise

event planning

grant applications

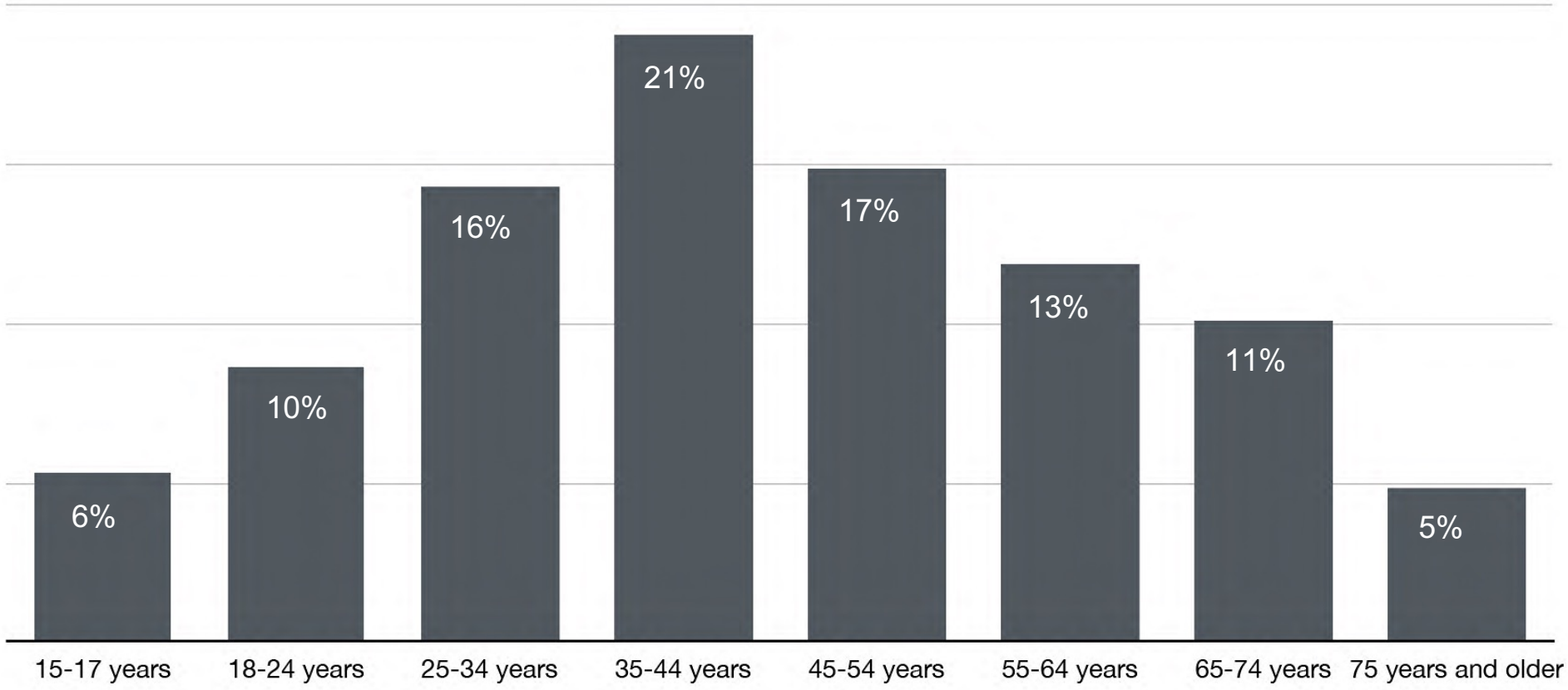
asset management

happy volunteers


Volunteer Participation
Amount of work
Lots
A little
Nothing
Number of people

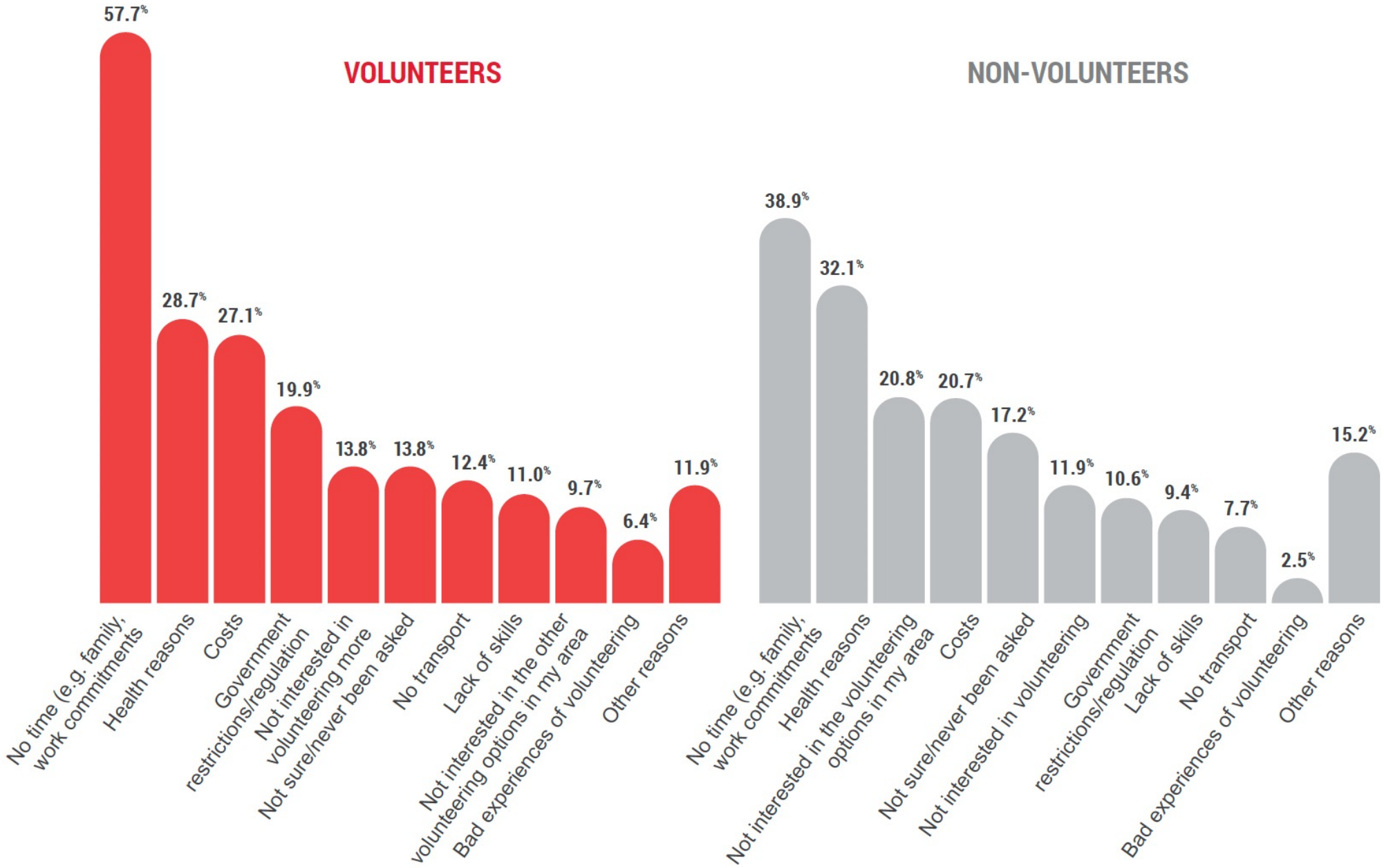
who volunteers?

Age of volunteers



What's stopping them?

TABLE 6: Barriers to Queenslanders volunteering, 2020



Why don’t they?

- Anxiety
- Slacktivism
- Digital frustration

“Volunteering is time willingly given for the common good and without financial gain.”

the one thing

meetingTRAC
total reporting and control

clubMENTOR
CPR Group's Club Mentoring Package

clubTRAC
total reporting and control

CPRGROUP
connelly project resources

assetTRAC
total reporting and control

clubMENTOR
CPR Group's Club Mentoring Package

clubTRAC
total reporting and control

CPRGROUP
connelly project resources

assetTRAC
total reporting and control

meetingTRAC
total reporting and control

clubTRAC
total reporting and control

CPRGROUP
connelly project resources

assetTRAC
total reporting and control

meetingTRAC
total reporting and control

clubMENTOR
CPR Group's Club Mentoring Package

CPRGROUP
connelly project resources

assetTRAC
total reporting and control

meetingTRAC
total reporting and control

clubMENTOR
CPR Group's Club Mentoring Package

clubTRAC
total reporting and control

assetTRAC
total reporting and control

meetingTRAC
total reporting and control

clubMENTOR
CPR Group's Club Mentoring Package

clubTRAC
total reporting and control

CPRGROUP
connelly project resources

meetingTRAC
total reporting and control

clubMENTOR
CPR Group's Club Mentoring Package

clubTRAC
total reporting and control

CPRGROUP
connelly project resources

assetTRAC
total reporting and control

clubMENTOR
CPR Group's Club Mentoring Package

clubTRAC
total reporting and control

CPRGROUP
connelly project resources

assetTRAC
total reporting and control

meetingTRAC
total reporting and control

Help others

Give back

Make a difference

Find purpose

Connect with community

Feel involved

Contribute to a cause

Use skills

why do people volunteer?

meetingTRAC
total reporting and control

clubMENTOR
CPR Group's Club Mentoring Package

clubTRAC
total reporting and control

CPRGROUP
connelly project resources

assetTRAC
total reporting and control

clubMENTOR
CPR Group's Club Mentoring Package

clubTRAC
total reporting and control

CPRGROUP
connelly project resources

assetTRAC
total reporting and control

meetingTRAC
total reporting and control

clubTRAC
total reporting and control

CPRGROUP
connelly project resources

assetTRAC
total reporting and control

meetingTRAC
total reporting and control

clubMENTOR
CPR Group's Club Mentoring Package

CPRGROUP
connelly project resources

assetTRAC
total reporting and control

meetingTRAC
total reporting and control

clubMENTOR
CPR Group's Club Mentoring Package

clubTRAC
total reporting and control

assetTRAC
total reporting and control

meetingTRAC
total reporting and control

clubMENTOR
CPR Group's Club Mentoring Package

clubTRAC
total reporting and control

CPRGROUP
connelly project resources

meetingTRAC
total reporting and control

clubMENTOR
CPR Group's Club Mentoring Package

clubTRAC
total reporting and control

CPRGROUP
connelly project resources

assetTRAC
total reporting and control

clubMENTOR
CPR Group's Club Mentoring Package

clubTRAC
total reporting and control

CPRGROUP
connelly project resources

assetTRAC
total reporting and control

meetingTRAC
total reporting and control

get out of the canteen!

‘no’

Succession planning

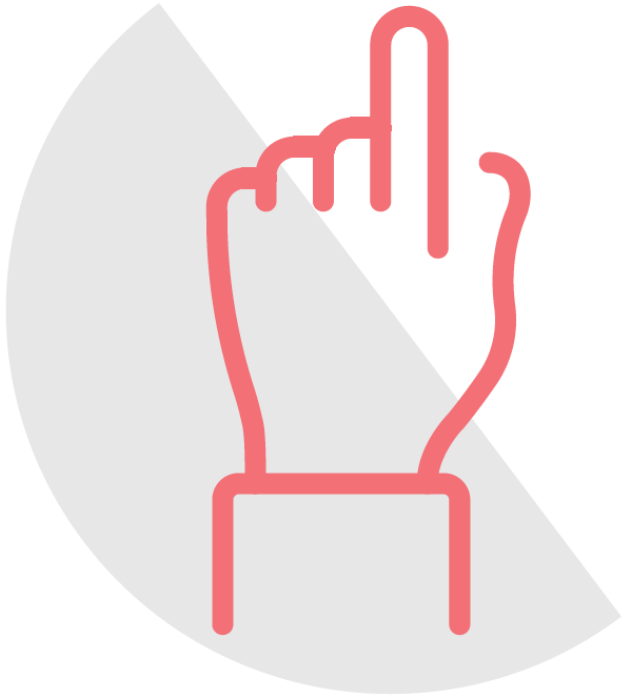
during their term

Engage with members.

Lead by example.

Keep a record.

leading up to the AGM

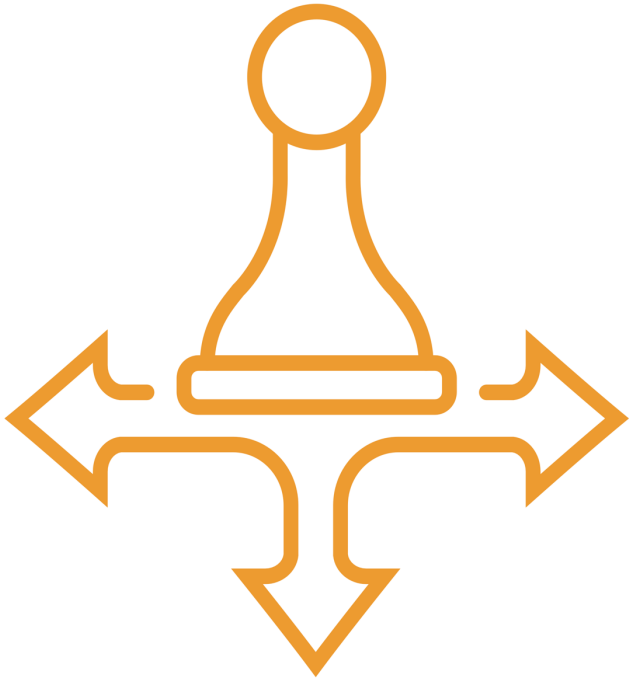


Tap someone on the shoulder.

Position descriptions.

President

- Ambassador
- Chair meetings



Secretary

- Coordinate meetings
- Communication and reporting

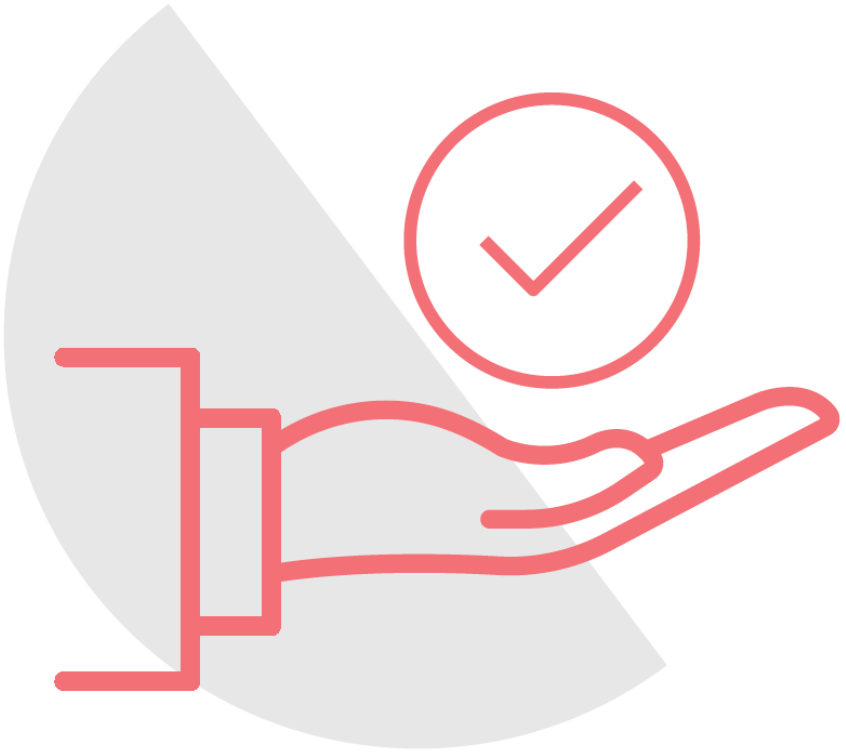
Treasurer

- Budget
- Financial reporting

Vice President

- Understudy
- Keep the club on its strategic direction

after their term



Handover.

Stay in contact.

Handover checklist

- Constitution
- Financial records
- Bank accounts (including transferring signatories)
- Club property and inventory
- Club document templates
- Previous meeting minutes
- Member list
- Calendar of events
- Important dates (e.g. re-affiliation)
- What worked well and what should change
- Important contact details

- Login credentials or admin access and payment/renewal details for:
  - Website
  - Email
  - Social media accounts
  - Cloud file storage
  - Other subscriptions and software (e.g. Mail Chimp, Canva, payment gateways, financial software)
- Update all passwords and remove access!
- Details of external relationships (e.g. sponsors, suppliers, venues)
- Details of regular activities required under each role

CPRGROUP
connelly project resources

cprgroup.com.au/contact

facebook.com/CPRGroupAus

instagram.com/cprgroup

cprgroup.com.au/podcasts

linkedin.com/company/cpr-group-connelly-project-resources

linkedin.com/in/michael-connelly-aus

Google