

Develop Volunteers - Flip Chart Data

Looking at today & two years from today, what challenges do you face in your LMSC? What strategies or ideas would you suggest to the LMSC Board volunteers to attract leaders to fulfill those LMSC needs?

- Keep volunteers actively engaged.
- Regular meetings (in person & conference calls)
- Give them a task with large exposure
- Give people responsibilities even if it would be more efficient if you did it yourself
- Review USMS tutorials , position descriptions, & Guide to operations
- Create documentation for a position (resources)
 - How to's, cheat sheets, who to call list of responsibly update as needs change
 - Pull resources that are available on USMS website
 - Connection to links
 - Tracy/ Anna Lea resource
 - Meet & we'll "do it together"
- Formal training for entire board
- Refresher trainings for various roles
- Make sure that they are comfortable in that role
- Freedom to try, fail & try again
- Start with a single task within a committee- work with a partner or mentor.
- Important offer feedback and evaluation.
- Ask questions
- Technology- how to communicate
- Coaches & clinics- how to energize the masses
- Job description of positions, teams etc
- New manager "what's next" orientation
- Monthly conference calls
- Technology
- Give a list/edit duties
- Review policy/ ideas
- Compare/contrast to other duties on board
- Outline duties & work with them
- Ask them to write a job description
- Things you learned along the way
- Positive re-enforcement
- Prolific with praise for self-development
- Be prepared to use "outside the box" ideas that some may bring from outside experiences
- Assign "growth tasks" that lead to expertise in area of interest
- Specify what roles & skills are needed
- Review process using tech
 - Email
 - Web conferencing
 - Desktop sharing
 - Telephone or in person
- BOD social functions
- Identify resources using website
- Enable them – tutorials mentoring
- Keep it fun- socials

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- Clear expectations for responsibility & role
- “inspect what you expect”
- Build in accountability touch point quarterly with them
- Be supportive & be open to all ideas given
- Find a job for all- no matter the level
- Challenges: Overcoming apathy among volunteers

- Strategy: Keep group together & enthused by “social glue” regular meetings (with team members) at coffees/happy hour or parties at least quarterly

- Accept everyone
- No pick & choose
- Understand volunteers are not necessarily your friends
- Engaging volunteers
- Mentoring volunteers- engage experience w/ the enforcement of the structure plan
- What do the LMSC have and match experience with that

- Current volunteer help person before they are ask to do above
- Recognize volunteers offered
- Recognition/encouragement
- Positive reinforcement
- Give the volunteer a small job
- Send to convention for expanding horizons on interest
- Retreat for volunteers & potential volunteers
- Ask them to do something for someone else “help with registration” so they know that job also. Create supports for each other
- Invite them to visit clubs as reps
- Peer to peer calls
- Work with them to develop specific deliverables available timelines for their tasks & committees
- Mentorship of volunteers
- Write up duties of position, explain duties
- Have volunteer shadow the current position holder
- Cross train volunteers- encourage volunteers to learn other areas/jobs
- “Bait & switch” give people small jobs that can be expanded if it’s working
- Transition from old to new person/ officer volunteer over a few weeks or months
- Watch how it’s done
- Do it together
- Do it yourself with prior person reviews your work
- Own it
- Assign volunteers to shadow a volunteer position
- Mandate new person read USMS guide to OP’S
- Have a backup plan
- Vice chair back up registrar, coaches back up fitness
- Tap into the pool of “extra volunteers” to get backups
- Assign each new volunteer a mentor (and for a long-time volunteer if they want more mentoring)
- Board and/or volunteer orientation after elections or once per year

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- Mentor grouping with peer w/similar interest position
- Make sure everyone has at – specific job
- Board mentor check in's on a regular basis
- Tasks to get their feet wet
- LMSC meetings and pair them with leaders to develop them
- Put them on a committee with experienced members, even for a single task staff member
- Board members create sub committees which will mentor those with skills & ideas for taking over that board position
- Assign a formal mentor either LMSC or w/ someone from another LMSC
- Have new volunteers follow what a chair, top 10 recorder, registrar etc does. See if that volunteer/s likes it
- Mentoring meetings with each volunteer
- Define goals & timeline
- Start small- work to big
- Match with someone who has done the job well in the past
- To Develop: take them to the convention & you go as their mentor
- Mentorship to work on challenge (new technology) of new skills
- Move them up to a key position in the LMSC & mentor them (key position using them experience)
- Volunteer training retreat 2-4 hrs get together follow by social interaction of some type
- Match with a mentor
- Each volunteer partner w/ an exec board member then mentor the other volunteers
- Cultivate, invite to attend board meetings
- Mentor program
- Offer mentorship to new volunteers
- Find an associate for each position and delegate some duties
- Having enough people to develop into positions develop what you have
- Have the mentee be elected
- Move into position when it is time to elect new mentee
 - o Vice – secretary becomes secretary etc..
- Mentor each volunteer with a pro
- Develop new volunteer activities
- Attend meets or board meetings
- New volunteers need to have a mentor that is on the current board (don't throw them on an island by themselves
- Teach them how USMS is structured & who at USMS can assist them
- Give volunteer lots to do
- Learn by experiences
- Mentor from someone in that role