

Recruiting and keeping trustees, committee members and volunteers

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Volunteers and trustees are key to running a community building

Things they do include

- strategic decisions
- day to day activities
- caretaking and cleaning
- locking and unlocking
- managing the bookings
- fundraising
- organising events
- invoicing
- budgeting



Community buildings have a huge impact in the City.
We estimate around 35,000 people benefit from buildings in this network.

Volunteering is a hugely rewarding experience

- it's fun and it improves your health and happiness
- you can try something different
- you meet new friends
- you can learn new skills and develop the skills you already have
- it improves your employability
- you get involved in your local community
- you get to help local people, causes and services



Ways to recruit volunteers and trustees

- Community Works - Volunteer Plus and Trustee Network
- Personal invitation - word of mouth, be positive about your work
- User of the building – expectation to be involved
- Local advertising
- Identify need such as skills and experience, then invite someone
- Activities that grow into more involvement
- Start with small tasks – setting out chairs, observing a meeting and grow from there.
- Think about the long term



How to keep volunteers and trustees

- Understand what motivates them
- Reward and recognition – say thank you
- Management and review
- Volunteer Toolkit
- Offering training and development
- Be clear – role description
- Don't ask too much of people
- Make it fun

