



INCREASE YOUR IMPACT AS A LEADER OF VOLUNTEERS

Earn your ***Certificate in Volunteer Leadership*** with the *Volunteer Impact Leadership Training Series*

Volunteer Leadership

There's a new career field growing in Minnesota and across the country: the field of volunteer leadership. Due to an increasing reliance on volunteers to address critical community concerns, more and more organizations are realizing the value of well-trained individuals leading their organization's volunteer resources.

The Minnesota Association for Volunteer Administration (MAVA), working in collaboration with Betty Stallings, has created the *Volunteer Impact Leadership Training Series* and certificate program to help volunteer leaders:

- earn a *Certificate in Volunteer Leadership* by completing an eight-topic training series;
- enhance your knowledge and skills in recruiting, supporting and evaluating volunteer resources;
- and maximize and demonstrate the impact of volunteers on your organization.

"A Certificate in Volunteer Leadership helps me feel more qualified as well as having others respect that I am a professional in my field. It gives me credibility!"

Earning Your Certificate in Volunteer Leadership

Participants who complete the training series will earn a *Certificate in Volunteer Leadership*, awarded by the Minnesota Association for Volunteer Administration. By earning a *Certificate*, you not only learn new skills through the training series that will benefit you and your organization, you also gain another way to demonstrate your expertise and professionalism to employers, peers and the community.

www.mavanetwork.org

About the *Volunteer Impact Leadership Training Series*

The *Volunteer Impact* trainings are practical and insightful, and address universal topics for any leader of volunteers or any group working with volunteers. They provide the tools needed to ensure that volunteer programs support the organization's mission and expand the organization's overall impact and outreach. Sessions are facilitated by seasoned practitioners and include practical information designed to benefit volunteer leaders, whether you are new to the field, or expanding your existing expertise.

Participants can select from the individual modules listed below or attend all of the sessions. When you complete all eight workshops, MAVA will present you with a *Certificate in Volunteer Leadership*. If you are new to the field or are looking for rejuvenation in your career, please join us. Here's what the series will offer you:

Capturing Volunteer Motivation and Conducting Effective Interviews

Understand why people volunteer—and then learn how to tailor your interaction and your volunteer opportunities to embrace and support these motivational differences. You'll also learn the basic process and skills necessary to screen volunteers to quickly and effectively determine their motivation.

Planning for Retention

Recruiting and training volunteers can be time-consuming. Learn what you can do to assess organizational readiness and work with staff to learn to delegate. You will also learn how to design top-notch volunteer position descriptions.

Recruiting Volunteers

This module helps your organization describe and identify the kind of people who will be the right volunteers for you—and then

develop ways to effectively reach potential volunteers with a compelling message.

Supervising Volunteers

Effective volunteer efforts depend on effective direction and positive, constructive, timely supervision. Learn what it takes to be a successful volunteer supervisor, and what your organization can do to support this key process.

Recognizing Volunteers

Regardless of their motivation for volunteering, all volunteers need and deserve recognition and appreciation for their efforts. This module will explore formal and informal forms of volunteer recognition and essential guidelines to make sure your efforts are on track.

Managing Risk

This module explores how to identify, evaluate and manage risk as it relates to your volunteer program, from liability incidents to emergency situations. Learn how to diminish risks using preventive strategies and policies and procedures.

Positioning Your Volunteer Program for Success

Developing a successful volunteer program that contributes to your overall organization depends on a solid internal process and interaction with key management and staff. Learn how to "vision" your ideal volunteer program and build the internal relationships you need to make sure your volunteer program supports your organizational goals and is supported by your organization.

Singing Your Praises...Measuring Your Impact

In this module, you'll learn the conceptual framework and tools to help evaluate and track the impact of your volunteer program.

About Betty Stallings

For 16 years Betty Stallings has been an internationally acclaimed author, consultant, trainer, facilitator, curriculum developer and speaker on volunteerism, fundraising, boards of directors and leadership. The *Volunteer Impact Leadership Training Series* is based on *Training Staff to Succeed with Volunteers—The 55 Minute In-service Series*, published by Betty Stallings in 1996 and adapted by MAVA.

To learn more about Betty Stallings, visit www.bettystallings.com.

Costs

The training sessions are designed to be affordable for volunteer leaders across the state. The full series is expected to cost between \$120 to \$200, with a significant discount available for MAVA members. Actual costs for participants will vary slightly according to location, organizational underwriting and other factors.

Join MAVA Today

MAVA is the largest professional membership association for leaders of volunteers in the state of Minnesota, and has been awarded local and national grants to offer the *Volunteer Impact Leadership Training Series*. MAVA unites Minnesotans who work with volunteers, enhancing leadership development while providing a voice for volunteerism across the state.

To join MAVA and become eligible for the member rate, please visit MAVA at: www.mavanetwork.org/joinus.htm

How to Register

The *Volunteer Impact Leadership Training Series* will be offered in locations across Minnesota and beginning in 2007 will be offered via the internet. To learn where the series is being offered and to register, visit www.mavanetwork.org and click on VOLUNTEER IMPACT. Limited scholarships are available through MAVA.

For further information, contact: MAVA, 1800 White Bear Ave. North, Maplewood, MN 55109-3704. Telephone: 651-255-0469. Email: office@mavanetwork.org. Visit MAVA at www.mavanetwork.org.

Volunteer Resources Leadership: A Minnesota Collaborative

The Minnesota Association for Volunteer Administration is offering the *Volunteer Impact Leadership Training Series* as part of the *Volunteer Resources Leadership (VRL)* initiative. The initiative helps leaders of volunteers maximize impact through training, network building and education of decision makers. The VRL initiative is a collaborative effort of the Minnesota Association for Volunteer Administration, the Minnesota Council of Nonprofits, Volunteer Centers of Minnesota, ServeMinnesota, Mentoring Partnership of Minnesota, and the Girl Scouts - Land of Lakes Council.