



## Tips for working with volunteers

1. Treat volunteers like you treat employees.
  - a. Interview and select the best volunteer candidates
  - b. Include volunteers in orientation and training opportunities as possible.
  - c. Provide clear direction about volunteer responsibilities.
  - d. Provide a staff “go-to” person for each volunteer.
2. Volunteers are being “paid” with experience. Be sure to provide a quality learning experience for each volunteer.
3. Recognize volunteers for their work.
4. Provide reference letters for volunteers.
5. Allow volunteers to experience a variety of tasks, and departments in your organization.

***For more information, visit [thetalentlink.org](http://thetalentlink.org).***