



Power Booster

DuPage Association of Volunteer Administration

Giving Thanks To and For Your Volunteers

Thanksgiving is a great opportunity to **thank** your volunteers for **giving** their time and talents. It is also an opportune time to remind staff of the impact volunteers have on your organization and to set an example for your staff of how to thank volunteers.

Thanking your volunteers can be accomplished in simple and inexpensive ways such as:

- a card, letter or note including a free admission pass, coupon or a hand-made bookmark
- a thank you letter from the Executive Director
- a letter to the Editor about how grateful you are for your volunteers
- a free thanksgiving e-card
- a telephone call just to say thank you
- a thank you in person
- a posted thank you on a bulletin board
- stars with each volunteer's name posted in a public area
- a poster/sign of thanks to the volunteers posted in a public place
- an ad in the newspaper thanking your volunteers
- a thank you to volunteers on your web site
- a photo card or an emailed photo of the volunteer
- a bowl of candy with a posted thank you note
- a treat bag of candy corn
- a mug filled with spiced cider mix
- pumpkin cookies or other seasonal treats

The impact of your volunteers can be demonstrated in ways such as:

- an email to staff highlighting the volunteer contributions
- a bulletin board listing the ways volunteers help
- a bulletin board of photos of volunteers at work
- the total volunteer hours and their full time equivalent
- the money saved because volunteers did what otherwise would have required hiring someone
- quotes and testimonials from visitors or staff who have been helped by volunteers
- send a letter to the editor of a local paper highlighting why your organization is thankful for its volunteer support and the impact volunteers have
- Give your staff an outline of the consequences to your organization of "what if there were no volunteers tomorrow?" This is particularly powerful if you can be specific about what the staff would then have to do, "If there were no volunteers tomorrow, Alison would have to spend 5 hours sorting and delivering the school flyers, Paul would have to spend 3 hours cutting wood, Marcia would have to spend 5 hours cutting collage materials for the Art Studio, etc".

Set an example for your staff in a few meaningful ways such as:

- Give them a note and a chocolate bar to thank them for working well with your volunteers
- Provide a list of ways for staff to say thank you to volunteers (please turn over)

Use your imagination and find creative and meaningful ways to thank your volunteers!

