



RECOGNISING YOUR VOLUNTEERS BETTER..... A QUICK REFERENCE GUIDE

- Smile, say hello and thank you to your volunteers on a regular basis
- Send welcome letters when volunteers are first recruited
- Include volunteers in organisational charts
- Write letters and post cards of thanks to volunteers
- Write letters of reference and include details of service
- Provide identification pins, badges, shirts or caps
- Provide discounted memberships to volunteers
- Acknowledge and profile volunteers in newsletters
- Present volunteer awards at annual general meetings or awards ceremonies
- Feature your volunteers at special events throughout the year (eg: state championships; national league games; family days)
- Provide complimentary tickets to volunteers for special events functions
- Send get well, birthday and Christmas cards to your volunteers
- Arrange discounts at local sport stores or restaurants for your volunteers
- Have a volunteer of the month award
- Name events or facilities after long serving volunteers
- Award life memberships for long serving volunteers
- Reimburse out-of pocket expenses for volunteers
- Acknowledge the efforts of volunteers during committee meetings
- Hold special “thank you” or social functions in honour of volunteers
- Present volunteers with a special memento recognising their service to the organisation
- Farewell volunteers when they move away from the area or leave the organisation
- Provide meal and petrol vouchers to volunteers
- Arrange for free or discounted use of facilities
- Present special awards for 1, 3, 5, 10, 15 and more years of service