

Things to consider before you begin to volunteer:

#### Time

- How much time do you have to volunteer?
- How much of a commitment can you make? A one-time project? A week, a month, a year?
- Do you want to volunteer alone, with friends, family, or co-workers?

Some questions to ask:

#### Skills/Interests/Experience

- Why do you want to volunteer?
- What do you want to do?
- Do you have interests, hobbies or experience that you want to share?
- How do you want to volunteer - directly with people? in an office? on a committee or Board?

#### Setting

- Where would you like to volunteer -- hospital, school, nursing home, office, gift or thrift shop, shelter/soup kitchen, sports/recreation program, camp, park, museum, theater?
- How will you get there? Do you need a car? Is it accessible by public transportation?
- What kind of atmosphere would you like? Quiet? Fast-paced?
- Do you want to volunteer inside or outside?

Who do you want to help?

- Infants, pre-schoolers, elementary-, middle- or high-school students, adults, elderly?
- People with physical, mental or learning disabilities?
- Individuals (one-on-one) or groups of people?

Personal considerations

- Do you have any physical or mental limitations that you should consider when choosing a volunteer job?
- Do you know someone who would be a reference if you needed one? Have you asked them in advance?

How to interview for a volunteer position

- Always be open and honest when you discuss opportunities for volunteer work. The more you and an organization know about each other, the more comfortable you will be in volunteering! Ask lots of questions...

- What is the purpose/mission of the organization? What programs/services does the agency offer?
- What are the responsibilities of the volunteer job?
- What kind of commitment is required?
- Will you be trained? By whom? Who will supervise you?
- Will you be working with other volunteers? With staff? Alone?
- Are there costs involved, such as lunches, meetings, travel, uniform? Will you be reimbursed for your expenses?
- What about parking? Do you have to pay?
- Does the agency have liability insurance that covers volunteers?
- Are there policies and procedures for volunteers?