Volunteer Leader Program

What is a Volunteer Leader?
Volunteer Leaders (VLs) are volunteers who make a commitment to manage a volunteer project for a certain amount of time each week or month (depending on the project). Our Volunteer Leaders enable us to offer approximately 50 volunteer projects every month at locations throughout the city.

What does a Volunteer Leader do?
Volunteer Leaders serve as the primary contact for each project. They help sign-up and manage volunteers, attend the project to ensure everything goes smoothly, report attendance, and provide project feedback to HandsOn New Orleans staff members following the project.

How much time does it take to be a Volunteer Leader?
Volunteer Leaders generally spend 1-2 hours before each project preparing for the session, and a few minutes after each session submitting volunteer attendance and reporting on the project's progress. On the day of the project, Volunteer Leaders show up early to greet volunteers, ensure that the project site is ready, answer any questions during the project, and thank and debrief volunteers at the end.

What kind of commitment do I need to make as a Volunteer Leader?
This will vary according to the type of project you lead. Some projects may require a weekly or bi-weekly commitment of anywhere from a few weeks to an entire year. Others might be a one-time special event or once per month commitment for 6 - 12 months.

What qualifications do I need to become a Volunteer Leader?
Anyone can be a great Volunteer Leader, you just need to be accessible by e-mail or phone, be committed to making a difference, and be comfortable leading a group of diverse volunteers. We require Volunteer Leaders to attend at least one HandsOn New Orleans project and a Volunteer Leader Training before leading projects.

What are the benefits of being a Volunteer Leader?
Volunteer Leaders truly make a difference in our community, as HandsOn New Orleans projects simply could not take place without them. By becoming a Volunteer Leader, you join a group of New Orleans' finest leadership volunteers. Volunteer Leaders gain leadership experience by helping HandsOn mobilize thousands of volunteers each year. Being a Volunteer Leader is also a terrific opportunity to work with great people, gain leadership experience, develop professional skills, or simply to put your gifts to good use.

What support will I get from HandsOn New Orleans?
Before you begin leading a project, you will complete a comprehensive Volunteer Leader Training. Once you begin leading your project, we will give ongoing support through regular written and verbal

correspondence, as well as occasional visits to your project. Additionally, HandsOn New Orleans provides Volunteer Leaders with a free membership to the Tool Lending Library, where you can borrow a vast array of tools to successfully complete your projects. HandsOn also offers tool drops and project consultations for Volunteer Leaders, as well as monthly Volunteer Leader Socials to build a community around our Volunteer Leaders through fun, reflection and service.

How do Volunteer Leaders get matched with projects?
Volunteer Leader vacancies are comprised of either existing projects, where the current Volunteer Leader is no longer able to commit to the project, or new projects that are waiting to be added to the project calendar. Following your Volunteer Leader Training, we will discuss your skills, interests and availability to find a suitable project. Sometimes a project will be available right away, on other occasions, it may take more time. While we try to match new Volunteer Leaders to projects that fit their interests and availability as best as we can, we also ask people to be flexible and enthusiastic about filling in where we have the greatest need.

I'm interested... What are the next steps?
HandsOn New Orleans is committed to providing the highest quality of service to our volunteers and the people we serve. Because Volunteer Leaders play such a vital role in this process, HandsOn New Orleans has a comprehensive plan for recruiting and training Volunteer Leaders. This ensures that all HandsOn New Orleans Volunteer Leaders are equipped with the knowledge and expertise they need to ensure a positive experience for themselves, the volunteers they will be managing, and most importantly, the communities being served.

- Step 1: Send a letter of interest to Lindsay Nash at LNash@handsonneworleans.org. Include why you are interested in the Volunteer Leader program, a little about your volunteer history, and any community issues you are passionate about addressing through service.
- Step 2: Schedule a 30-minute, one-on-one informal interview.
- Step 3: Attend a project led by HandsOn New Orleans.
- Step 4: Attend a Volunteer Leader Training.

I have more questions, whom do I call?
Should you have any further questions, please contact:

Lindsay Nash
504-483-7041 Ext. 107
LNash@handsonneworleans.org.

Thank you for your interest in becoming a HandsOn New Orleans Volunteer Leader!

1050 S. Jefferson Davis Parkway, Suite 203, New Orleans, LA 70125
(504) 483-7041 (o) (504) 483-7043 (f)
www.handsonneworleans.org

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