

## 101 Ways to Recognize Volunteers

Continuously, but inconclusively, directors and coordinators of volunteer programs discuss the subject of recognition. There is great agreement as to its importance but great diversity in its implementation. Listed below are 101 possibilities gathered from hither and yon. The duplication at 1 and 101 is for emphasis. The blank at 102 is for the beginning of your own list. It is important to remember that recognition is not so much something you do as it is something you are. It is a sensitivity to other persons, not a strategy for discharging obligations.

1. Smile.
2. Put up a volunteer suggestion box.
3. Treat to a soda.
4. Reimburse assignment-related expenses.
5. Ask for a report.
6. Send a birthday card.
7. Arrange for discounts.
8. Give service stripes.
9. Maintain a coffee bar.
10. Plan annual ceremonial occasions.
11. Invite to staff meeting.
12. Recognize personal needs and problems.
13. Accommodate personal needs and problems.
14. Be pleasant.
15. Use in an emergency situation.
16. Provide a baby sitter.
17. Post Honor Roll in reception area.
18. Respect their wishes.
19. Give informal teas.
20. Keep challenging them.
21. Send a Thanksgiving Day card to the volunteer's family.
22. Provide a nursery.
23. Say 'Good Morning.'
24. Greet by name.
25. Provide good pre-service training.
26. Help develop self-confidence.
27. Award plaques to sponsoring group.
28. Take time to explain
29. Be verbal.
30. Motivate agency VIPs to converse with them.
31. Hold rap sessions.
32. Give additional responsibility.
33. Afford participation in team planning.
34. Respect sensitivities.
35. Enable to grow on the job.
36. Enable to grow out of the job.
37. Send newsworthy information to the media.
38. Have wine and cheese tasting parties.
39. Ask client-patient to evaluate their work-service.

40. Say 'Good Afternoon.
41. Honor their preferences.
42. Create pleasant surroundings.
43. Welcome to staff coffee breaks.
44. Enlist to train other volunteers.
45. Have a public reception.
46. Take time to talk.
47. Defend against hostile or negative staff.
48. Make good plans.
49. Commend to supervisory staff.
50. Send a valentine.
51. Make thorough pre-arrangements.
52. Persuade 'personnel' to equate volunteering with work experience.
53. Admit to partnership with paid staff.
54. Recommend to prospective employer.
55. Provide scholarships to volunteer conferences or workshops.
56. Offer advocacy roles.
57. Utilize as consultants.
58. Write them thank you notes.
59. Invite participation in policy formulation.
60. Surprise with coffee and cake.
61. Celebrate outstanding projects and achievements.
62. Nominate for volunteer awards.
63. Have a 'Presidents Day' for new presidents of sponsoring groups.
64. Carefully match volunteer with job.
65. Praise them to their friends.
66. Provide substantive in-service training.
67. Provide useful tools in good working condition.
68. Say 'Good Night.'
69. Plan staff and volunteer social events.
70. Be a real person.
71. Rent billboard space for public praise.
72. Accept their individuality.
73. Provide opportunities for conferences and evaluation.
74. Identify age groups.
75. Maintain meaningful files.
76. Send impromptu fun cards.
77. Plan occasional extravaganzas.
78. Instigate client-planned surprises.
79. Utilize purchased newspaper space.
80. Promote a 'Volunteer-of-the-Month' program.
81. Send letter of appreciation to employer.
82. Plan a 'Recognition Edition' of the agency newsletter.
83. Color code name tags to indicate particular achievements
84. Send commendatory letters to prominent public figures.
85. Say 'we missed you.'
86. Praise the sponsoring group or club.
87. Promote staff smiles.

88. Facilitate personal maturation.
89. Distinguish between groups and individuals in the group.
90. Maintain stable working conditions..
91. Adequately orientate.
92. Award special citations for extraordinary achievements.
93. Fully indoctrinate regarding the agency.
94. Send Christmas cards.
95. Be familiar with the details of assignments.
96. Conduct community-wide, cooperative, interagency recognition events.
97. Plan a theater party.
98. Attend a sports event.
99. Have a picnic.
100. Say 'Thank You.'
101. Smile
- 102.

*-Source: Vern Lake, Volunteer Services Consultant.*