



Everyone Ready®

An online volunteer management
staff development plan

FROM ENERGIZE

**Everyone Ready® Online Seminars and
Self-Instruction Guides**

(Note: May be modified or resequenced as necessary.)

Seminars for 2012-2013:

Topics start on the third week of the month and are active until the next topic is posted.

- **Connecting Social Media and Volunteering, *Seminar, Sep 2012***
- **Formulating Organizational Policies that Support Volunteer Involvement, *Self-Instruction Guide, Oct 2012***
- **Educating Up: Gaining Executive Support for Volunteer Engagement, *Seminar, Nov 2012***
- **Learn to Do More with More: Fearless Fundraising for Volunteer Program Support, *Self-Instruction Guide, Dec 2012***
- **Pitfalls and Obstacles to Volunteer Involvement: Your FAQs, *Seminar, Jan 2013***
- **Budgeting for a Volunteer Program: Money Well Planned and Well Spent, *Self-Instruction Guide, Feb 2013***
- **Bridging the Gap between Volunteers and Employees: Keys to Effective Partnership, *Seminar, Mar 2013***
- **Risk Management Issues and Insurance for Involving Volunteers, *Self-Instruction Guide, Apr 2013***
- **The Power of Integrating Volunteers throughout Your Organization, *Seminar, May 2013***
- **Effective Delegation Skills, *Self-Instruction Guide, Jun 2013***

- **Generations: Adapting to Volunteers of Different Ages, Seminar, Jul 2013**
- **Mandated Service: A Human Resource Opportunity, Self-Instruction Guide, Aug 2013**

Everyone Ready® Notes:

- **Everyone Ready®** is available to all Extension staff regardless of title or program area.
- **Online Seminars** include a Flash audio-visual trainer presentation and downloadable handouts. Both types of modules take about 1 hour per month to complete.
- **Self-Instruction Guides** provide participants with a way to combine written information and exercises that they can do at their desk or with colleagues.
- New topics begin on the 3rd Monday of each month.
- Past topics will be archived and available for the entire 3-year period
- Additional related resources will be available free of cost through the e-*Volunteerism* newsletter and the Energize web site.

Related Resources on the Volunteerism Web site:

<http://nextgeneration.4-h.org/volunteerism//>

- Volunteerism for the Next Generation Rubric and Self Assessment
- Personal Professional Development Plan (to be used in conjunction with Rubric and Self Assessment)
- Supplemental *Volunteerism for the Next Generation (VNG) Fact Sheets*

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For additional information see <http://extension.unh.edu/Intranet/staff/EveryoneReadyOT.htm> or contact:

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