

**Course Name:** REC232 Volunteer Management  
**Credit Value:** 4  
**Prerequisite Course:** None

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### **Course Description**

Volunteers are essential ingredients for a healthy and vibrant community. Leaders and community organizers must be skilled in all elements of volunteerism. This course will focus on the role and importance of volunteers to community life. Major areas of course concentration will deal with recruiting, screening, placement, training, supervising, evaluating, and recognition of volunteers.

### **PLAR Information**

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### **Course Learning Outcomes**

Upon completion of this course, the student will have reliably demonstrated the ability to:

- 1. Analyze the motivation and roles of volunteers.**
  - 1.1 Identify factors that motivate people to volunteer.
  - 1.2 Examine the implications of new trends on volunteering.
  - 1.3 Discuss the extent of volunteering in Canada.
  - 1.4 Describe the eight types of volunteering.
  - 1.5 Diagram the volunteer program.
  - 1.6 Explain the professional concerns of volunteering.
- 2. Appreciate methods for recruiting, screening, placement, training, supervising, and evaluating volunteers.**
  - 2.1 Design meaningful jobs for volunteers.
  - 2.2 Discuss strategies, techniques, and tools for recruitment of volunteers.
  - 2.3 Explain the screening and placement process related to volunteers.
  - 2.4 Discuss aspects of orientation and retention strategies for volunteers.
  - 2.5 Describe the strategies of a volunteer training program.
  - 2.6 Develop a volunteer training and evaluation package.
  - 2.7 Apply the principles and practices of volunteerism.
- 3. Understand volunteer recognition and appreciation techniques.**
  - 3.1 Identify local, provincial and federal volunteer recognition programs.
  - 3.2 Discuss formal, informal, and intrinsic volunteer recognition programs.
  - 3.3 Plan a volunteer recognition program.

## Evaluation Strategy

### Grading System

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A+ Honours	90-100%						
A+	85-89%	B+	75-79%	C+	65-69%	D+	55-59%
A	80-84%	B	70-74%	C	60-64%	D	50-54%
						R	Repeat
						S	Successful
						I	Incomplete
						U	Unsatisfactory

\*For a complete detailed description please refer to the *Academic Calendar*.

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### Student Success

#### (Dial 5185 for Campus Life or 5301 for the Aboriginal Learning Unit)

Canadore is committed to Student Success and offers CONFIDENTIAL services to help you in your studies.

- Counselling helps with academic, career and personal/crisis issues.
- AccessAbility Services will accommodate you if you have physical, mobility, visual, auditory, medical and/or learning disabilities.
- Health Centre provides services to you in case of illness.
- Career Services offers career advice, resume and interviewing workshops.

### Waiver of Responsibility

Every attempt is made to ensure the accuracy of this information as of the date of publication. The college reserves the right to modify, change, add, or delete content.