

## Checklist for staying in touch with your volunteer organisation

Whether your volunteering role has changed, or you are unable to continue your volunteering role at this time, it is important to stay in touch with your volunteer organisation. There will be a time when the pandemic is over, and organisations will need volunteers such as you.



### CHECKLIST

Advise the organisation of your plans and that you wish to stay connected with them.

If you are able to undertake emerging volunteer roles during a pandemic, let the organisation know so they can reach out to you if opportunities arise.

Ask the organisation to keep you updated with the work they are undertaking and that you would like to be kept informed about the impact the organisation and its volunteers make.

Subscribe to the organisation's newsletter if it has one.

Touch base on a regular basis with the organisation to advise them you are still engaged in what they are doing. Discuss this with your organisation first but monthly or bi-monthly would be a guide.

Consider setting up (with the organisation's approval) a non-work related platform where volunteers can stay socially connected. This could be by email, videoconferencing, online chats or apps (such as What's App). Be mindful to adhere to privacy principles if using personal emails or accounts. You also need to respect that some volunteers may not wish to be involved in online social activities.

