



**About the Presenters**

Shannon Cobb and Zachary Swierat have over 20 years of combined experience running volunteer programs. Together they have matched thousands of volunteers to nonprofits in Westchester and Putnam Counties.

Over the past 60 years, The Volunteer Center has evolved to meet the changing needs in our community, creating initiatives in collaboration with the business community, expanding services to engage volunteers of all ages, and expanding its online outreach to make it even easier for people to get connected. During the past year alone, The Volunteer Center engaged 15,000 volunteers in Westchester and Putnam counties who contributed over 283,000 hours of service valued at almost \$8 million.

The Volunteer Center will provide a total of four workshops through ALOFT.



**THE VOLUNTEER CENTER**  
OF UNITED WAY

# Driving A Successful Volunteer Program

## A nuts & bolts workshop series to help make your volunteer drivers program run smoothly.

### Marketing & Recruiting

Thursday, October 28, 2010  
1:00PM to 2:30PM  
Pound Ridge Library, Pound Ridge  
Bring on the volunteers! Learn available resources you have to increase your volunteer pool.



### Interviewing, Screening, Orienting & Training

Wednesday, November 10, 2010  
1:00PM to 2:30PM  
Cenacle House, St. Patrick's Church, Bedford  
Now that you have new volunteers calling you, what do you do with them? Learn what questions are appropriate to ask during an interview and how to run easy orientation and training programs to best prepare your volunteers.

### Policies & Procedures

Wednesday, December 8, 2010  
Katonah United Methodist Church, Katonah  
Address the risks of your driver program that leave your nonprofit vulnerable. Find out how a few simple policies can drastically reduce your risk down the road. Participants will receive a sample Policies and Procedures Manual that they can adapt for use at their program.

**Fee:** There is no fee for participants. This workshop series is brought to you by Active Living Over Fifty, Inc. (aka ALOFT) with the generous support and funding of the Federal Transportation Administration and the Westchester County Department of Senior Programs and Services

**If you are interested in attending, please respond to Catherine Wynkoop, info@goALOFT.org, 914-764-3014**



The Volunteer Center runs the Westchester Association of Volunteer Administration (WAVA) in order to give volunteer administrators the tools to do their jobs more successfully. For more information go to [www.volunteer-center.org](http://www.volunteer-center.org) or call 914-948-4452