

How Will Your Work Serve the Community?



- 1. Gather your staff or team for a meeting. The purpose of this meeting is to discover preferred ways of making a positive difference in your community.**

Leaders, plan to respond immediately through a few volunteers to act on the results of this gathering.

Team members, either consult your team leader prior to or self-select a sub-group to do so following the meeting.
- 2. First, brainstorm a list of community non-profits that accept volunteers.**
- 3. Second, prioritize the list per the team's preferences and interests.**
- 4. Third, determine the number of hours per week or month you wish to serve as a company.**
- 5. Fourth, decide how many team members will serve in a given week or month.**
- 6. Fifth, what day and part of the week/month is designated for service? There can be multiples to accommodate team members' and the non-profits' schedule.**
- 7. Sixth, choose persons to consult with:**
 - a. company officials, and;**
 - b. selected non-profit(s)****to secure approval, establish a relationship, schedule training, etc.**
- 8. Finally, have employees self-schedule. Following all persons' initial involvement, schedule a gathering to share experiences and learnings.**