

INCLUSIVE VOLUNTEERING TOOL KIT

MARCH 2019





This tool kit aims to assist organisations and initiatives that engage and involve volunteers to:

1. Analyse the coherence between your mission and values as an organisation or initiative and the type of volunteering opportunities you offer.
2. Gain a better understanding of the **inclusiveness** of the opportunities you offer and assist in providing guidance to become more inclusive in the future.

Context and Framework



1. Does your organisation/ initiative believe that despite people's natural tendencies to show solidarity and offer a 'helping hand' to those in need, volunteering cannot flourish without a conducive and supportive policy framework creating an enabling environment in which organisations and initiatives can exist in a sustainable way?

☐ Fully ☐ To a certain extent ☐ Not at all

2. Does your organisation/ initiative believe that volunteering requires investment and infrastructure to support it and help it thrive?

☐ Fully ☐ To a certain extent ☐ Not at all

3. Is your organisation/ initiative currently experiencing a lack of capacity to train and support the numbers of willing volunteers available, and to attract and engage others?

☐ Fully ☐ To a certain extent ☐ Not at all

What does your organisation/ initiative do (or is planning to do) to improve the policy and programme framework for volunteering at the local, regional, national and European levels?

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Fundamental values



1. Does your organisation/ initiative aim to promote shared responsibilities and European values?

☐ Fully ☐ To a certain extent ☐ Not at all

2. Does your organisation/ initiative aim to promote security, peace and prosperity?

☐ Fully ☐ To a certain extent ☐ Not at all

3. Does your organisation/ initiative believe that governments alone cannot bring about a society where the respect for Human Rights, Equality and Dignity for all are respected?

☐ Fully ☐ To a certain extent ☐ Not at all

4. Does your organisation/ initiative believe that volunteering should be central in building a cohesive and inclusive society based on solidarity and active citizenship?

☐ Fully ☐ To a certain extent ☐ Not at all

5. Does your organisation/ initiative aim to promote an alternative narrative to extremist and populist views and actions and contribute to their prevention?

☐ Fully ☐ To a certain extent ☐ Not at all

6. Does your organisation/ initiative aim to break stereotypes and promote understanding and tolerance of differences?

☐ Fully ☐ To a certain extent ☐ Not at all

7. Does your organisation/ initiative aim to promote provide volunteering opportunities as part of a framework for inclusive societies based on solidarity and active citizenship?

☐ Fully ☐ To a certain extent ☐ Not at all

What does your organisation/ initiative do (or is planning to do) to:

- Enable people to arrive at a point of understanding others and therefore achieving respect for others?

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- Contribute to building a society where the freedom to be different can be developed?

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- Actively prevent Hate Speech and promote inclusion & tolerance?

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Implementing features



1. Does your organisation/ initiative aim to drive the change to nurture a diverse and inclusive community and enable citizens to be directly active in developing the local community and Europe they strive for?



☐ Fully ☐ To a certain extent ☐ Not at all

2. Does your organisation/ initiative believe that everyone has something to contribute as a volunteer and seeks to welcome, encourage, support, embrace, and facilitate inclusion and diversity?

☐ Fully ☐ To a certain extent ☐ Not at all

3. Does your organisation/ initiative provide opportunities for people to volunteer freely and easily, regardless of background or ability, and achieve full participation and integration through their volunteer engagement?

☐ Fully ☐ To a certain extent ☐ Not at all



4. Whilst ensuring that the societal needs and those of the direct beneficiaries of the actions are paramount, does your organisation offer a suitable range of roles and functions for volunteers that can take into account differing skills and competencies and personal situations of existing and potential volunteers?

☐ Fully ☐ To a certain extent ☐ Not at all

5. Does your organisation/ initiative have strategies in place to enable people who might typically be beneficiaries of the activities of your organisation to become also protagonists and volunteer for your cause?

☐ Fully ☐ To a certain extent ☐ Not at all

What does your organisation/ initiative do (or is planning to do) to:

- Identify the specific support that existing or future volunteers may need and ensure the necessary systems are in place as regards individuals who need additional support?

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- Ensure that the volunteering opportunities you offer are open to all people whatever their background and/or situation?

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- Provide an environment where volunteers from different social, cultural and religious backgrounds and contexts can implement actions together uniting people for a common cause regardless of their personal situations?

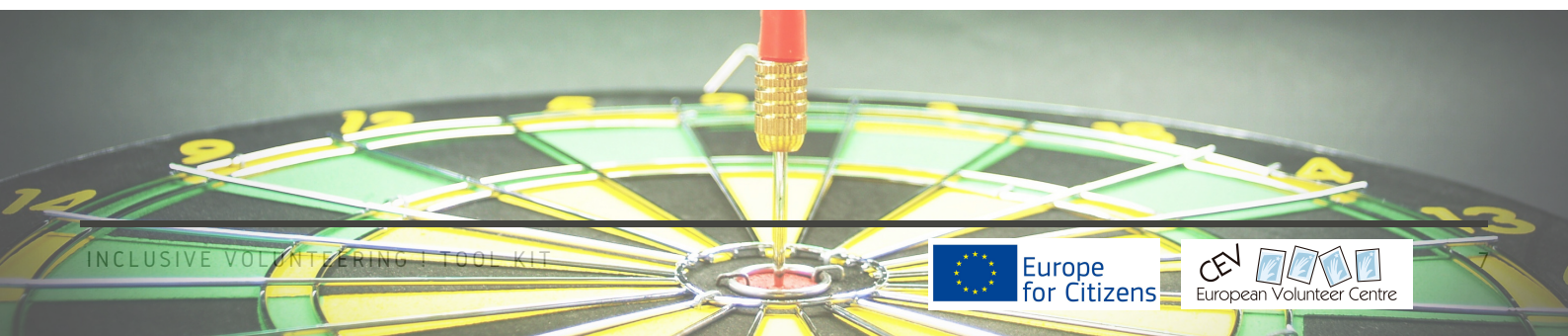
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- Ensure that while ensuring that volunteering opportunities are accessible to all citizens who wish to contribute their time and skills the values base, principles of quality volunteering, and the rights of vulnerable groups are also respected?

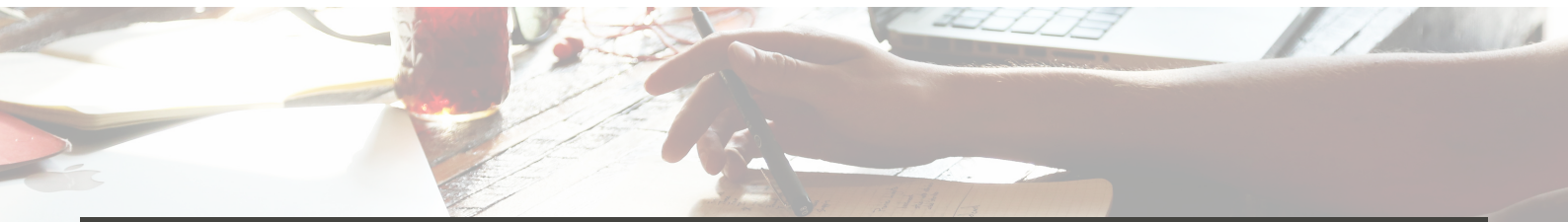
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- Assist volunteers in obtaining and maintaining genuine and meaningful volunteering placements through the provision of relevant and appropriate support?
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- Take into account that while all volunteers need support in order to realise their full potential, some volunteers may require additional support in order to realise their volunteering engagement in a way that ensures the intended impact?
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- Ensure that when volunteers are engaged, it is in a way that is compatible with a good work-life balance, and that the emerging situation of the ‘gig’ economy, with zero hours contracts and precarious work conditions, is taken into account when designing roles and rosters for volunteers?
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Facilitating Actions

1. What systems and procedures do you currently have in place (or plan to have in place) to identify the profiles of your volunteers and understand the overall picture of diversity as concerns social obstacles such as: disability, educational difficulties, economic limitations, cultural differences, health problems, geographical barriers, as well as socio-economic background?

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2. Does your organisation/ initiative ensure that suitable resources are available in order to ensure that volunteering is open and accessible to all? How do you identify and allocate the resources that are needed?

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3. What processes and procedures (checks and balances) does your organisation/ initiative have in place to ensure that in all aspects of your activities the ethical principles as regards volunteering are respected?

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4. Do your quality guidelines for high impact, needs-led, value-added, voluntary-based actions take into account the diversity of existing and potential volunteers as regards their motivation, personal circumstances and the amount of support needed in order to deliver the intended impact?

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