**Assessing Your Effectiveness**

**As an Igniter of Volunteers**

* I know which volunteer reports to me and the volunteer who reports to me know which volunteer reports to him or her.
* I know my volunteer personally and understand his or her motivation and why she or he is volunteering at my organization.
* I make sure my volunteer is a part of the team and that he or she perceives his or her work as meaningful and appropriate.
* I routinely let my volunteer know how important her or his efforts are to accomplishing the mission and how much I value the work he or she does.
* I mentor my volunteer and guide her or his development consistent with his or her interests and abilities.
* I believe that leading volunteers is my job and that volunteers are critical to the success of our work.
* I supplement broad-based national and regional communications with personal communications and updates to my volunteer.
* I identify both “steady-state” and “operational” projects and tasks that can be accomplished by my volunteer and communicate clear expectations for her or him to achieve.
* I seek opportunities to thank my volunteer and reinforce specific results or behaviors he or she has demonstrated.
* I understand that volunteering is a social experience and I use humor and personal enthusiasm to create an enjoyable volunteer experience and environment.
* I manage my commitments and make sure I am not consistently “too busy” to interact with my volunteer.

Notes:

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