



For Local Councils: How to prepare for a volunteer strategy project

12. Volunteer Strategy Resource

Every local council in Tasmania is unique, with different priorities, processes and resources. This resource provides a general guide to planning a local volunteer strategy and is easily adapted to your needs.

When planning a volunteer strategy, it's important to map the development phases and planned activity, as well as to scale the program to suit your council's capacity and needs. Once you've done this initial work, consider the following:

Strategic alignment

- Which department will be responsible for the development of the strategy?
- Which departments/areas will need direct input? These may include emergency response, volunteer managers, youth workers, community development, communication staff, senior management and so on. Once you've determined this, map when input from these areas will be needed/required.
- What other council strategies does the volunteer strategy align with? How does it relate to your council's overall strategic plan?
- What council and community programs will influence and interact with development of the volunteer strategy?

Internal processes

- What funding/resourcing is required to develop the strategy and implement the actions it calls for?
- What internal, formal endorsement(s) is/are required? Who needs to approve the strategy and how long is that approval process likely to take?
- Do you need to follow any internal planning processes before getting started?

Internal and external stakeholders

- What internal and external methods of communication, consultation and engagement already exist at council? How can these support the development of your volunteer strategy?
- Who are the main stakeholders council already works with or would like to work with in this area?
- At what points will you engage elected councillors in the process?
- What public consultations processes does council have to support/endorse this work and when does this need to take place?

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