Get Involved Library Benefits Worksheet

Library _____________________________________________________________________________

Person Completing this Form Name: ____________________________ Email: ___________________

MEASURING VOLUNTEER VALUE

# Library Volunteer Hours this Year __________ Increase Over Previous Year? No___ Yes___ %___

# of Volunteer Hours x Value of Volunteer Hour* ($29.09 for CA in 2017) = $______________

Return On Investment (ROI): (You can get a worksheet here: http://volpro.net/volunteer-roi/)

1. Calculate Program Costs: List and total all costs for your volunteer engagement service, including but not limited to: staff time assigned (remember, if it’s 25% of a full-time person, use just 25% of the salary); staff benefits (again, based on % time of staff assigned); office supplies; travel costs; training; recognition expenses; etc.

2. Calculate Volunteer Value: Take the volunteer hours (total) for the year and multiply by the value of volunteer time figure (above).

3. Calculate ROI: Subtract Program Costs from Volunteer Value, then divide that by the Program Costs. (ROI = (volunteer value – program cost) / program cost. (i.e., for every dollar invested in the volunteer program, $______ was returned)

HOW WE USE VOLUNTEERS – SUCCESS STORIES

We use volunteers in the following positions at the library:

Our favorite story about how library volunteers make a difference in the community is:
Our best example of a skilled volunteer position is:

Without volunteers, the following library services/programs would be decreased or lost:

Engaging volunteers for the library is important to us because: *check all that apply*

___ They get work done
___ They bring specialized skills
___ They help us expand or enhance programs
___ Frees up staff time to do other things
___ Helps us gain community connections
___ They bring new energy and ideas
___ They often become strong library supporters
___ They become donors
___ Other: ______________________________

HOW WE ORGANIZE OUR VOLUNTEER RECRUITMENT

Our Library has our Central Library and ___ # Branches

Our Library uses ___ # VolunteerMatch Accounts (20-mile radius search for each account)

If the state library stopped paying for our VolunteerMatch accounts, our library would pay for them. *($99 per year per account) ___ Yes ___ No ___ Not Sure*

Our library manages its volunteer recruitment like this: *check all that apply*

___ All volunteer referrals go to one central person or office
___ Each Branch does its own recruitment
___ Individual Departments do their own recruitment (i.e., Teen Services, Literacy, etc.)
___ We also help with recruitment for Library Friends and/or Foundation
___ We have volunteers who help with various aspects of the volunteer engagement program. *Examples?*
Other notes/thoughts to share for library director statement of support for volunteer engagement?

Sample infographic

DESERD VALLEY LIBRARY 2018
THE IMPORTANCE OF VOLUNTEERS

60
Adults & teen volunteers
2,238
Hour served

Representing over
$65,111
in library savings
For every $1 invested
$7.01
was returned

HOW WE USE VOLUNTEERS AT THE LIBRARY:
• Children’s Services
• Circulation Support
• Event Assistant
• Social Media/Marketing

WITHOUT VOLUNTEERS, THESE PROGRAMS WOULD BE DECREASED OR LOST:
• Lunch @ the Library
• Pre-K Story Time
• Summer Reading Program
• Family Fun Nights
• Day of the Child Program

Volunteers:
• Bring specialized skills
• Help us expand or enhance programs
• Free up staff time to do other things
• Help us gain community connections

How much we appreciate our volunteers!

Template 1

THE IMPORTANCE OF VOLUNTEERS

Adults & teen volunteers

Hours served

Representing over
$ in library savings
For every $1 invested
$ was returned

HOW WE USE VOLUNTEERS AT THE LIBRARY:

WITHOUT VOLUNTEERS, THESE PROGRAMS WOULD BE DECREASED OR LOST:

Volunteers:

How much we appreciate our volunteers!
Template 2

THE IMPORTANCE OF VOLUNTEERS

Adult & teen volunteers

Hours served

Representing over $ in library savings

For every $1 invested:

$ was returned

HOW WE USE VOLUNTEERS AT THE LIBRARY:

WITHOUT VOLUNTEERS, THESE PROGRAMS WOULD BE DECREASED OR LOST:

IN THEIR OWN WORDS:

How much we appreciate our volunteers!

Template 3

THE IMPORTANCE OF VOLUNTEERS

Adult & teen volunteers

Hours served

Representing over $ in library savings

For every $1 invested:

$ was returned

HOW WE USE VOLUNTEERS AT THE LIBRARY:

BEST EXAMPLE OF A SKILLED VOLUNTEER POSITION:

WITHOUT VOLUNTEERS, THESE PROGRAMS WOULD BE DECREASED OR LOST:

How much we appreciate our volunteers!