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BRING YOU...

Volunteer Management 101 Training

Where: Volunteer San Diego
4699 Murphy Canyon Rd, San Diego 92123

When: January 29 - 30, 2007 — 8:30 AM - 4:30 PM

Cost: DOVIA members - \$75
Non-DOVIA members - \$95

This interactive training is aimed to equip volunteer managers with the knowledge and skills that are critical to the success of any volunteer program. The course was developed as a basic introduction to Volunteer Management for those with limited experience in the field, or for those who have received little or no formal training on volunteer management.

Participants will receive a training binder full of templates and resources to assist with program development and implementation, light breakfast and lunch each day, and a certificate of completion.

Topics to be covered include:

1. Understanding Volunteering
2. Planning Your Volunteer Program
3. Recruiting and Placing Volunteers
4. Orienting and Training Volunteers
5. Supervising Volunteers
6. Evaluating your Volunteer Program

About the trainers

The course will be taught by Volunteer San Diego staff and members of the DOVIA Board of Directors who have numerous years of experience in managing volunteer programs.

To register for the training, please visit www.volunteersandiego.org and click on the "Orientations and Trainings" link in the menu bar. For questions, contact Debbie Krakauer at 858-636-4184 or dkrakauer@volunteersandiego.org.



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