

# Glasgow's Volunteering Charter



## Signatory's Action Plan

### Charter Pledges

1. Create and expand appropriate opportunities for volunteering within their organisation - and/or
2. Ensure your opportunities are accessible to all sections of the community, and that your volunteering workforce reflects the demographics of the city

Nominated Pledge(s) Tick appropriate box(es)		Charter Pledge 2				Ensure your opportunities are accessible to all sections of the community, and that your volunteering workforce reflects the demographics of the city	
Step No.	1 Indicators What needs to be done?	2 Contributor Who is responsible for completing this step?	3 Deadline When should step be completed?	4 Required Resources What is needed to complete this step?	5 Potential Challenges What might get in the way of completion? What can you do?	6 Achievement Was this step completed successfully?	
1	Create volunteer champion group to consult with on volunteer developments	Ops Mgr	Aug 16	6-8 volunteers	Time	Yes – Virtual volunteer champion group up and running	

2	Advertise volunteer roles in community-Baited Hook	Ops Mgr	Nov 16	Service Mgr to advertise volunteer roles through social media / website and community links	Time	Yes – Recruitment day on 24 <sup>th</sup> January advertised through Volunteer Centre and on social media platforms
3	Identify additional training needs for volunteers to reflect demographics of the city	Ops Mgr	Oct 2016	Ops Mgr to consult with volunteers	Finance	Yes – additional training needs in mental health, drugs and alcohol identified
4	Ensure potential volunteers complete VSS equalities monitoring form	Service Manager	Jan 17	Potential volunteers asked to complete form when attending VSS volunteer recruitment open days	Volunteers not willing to complete.	Yes – recruitment day took place on 24 <sup>th</sup> January and equality form handed out

Thank you for completing your Action Plan.

Please now email the form to Volunteer Glasgow <<insert email address>> and you will be contacted to discuss and confirm details below. You will also be provided with the Charter Mark logo and details of use.

This part to be completed by Volunteer Glasgow

Action Plan agreed by <<insert VG Team member>> and <<insert Signatory>> on <<insert date>>

Review date <<e.g. 6 months/year>>

Evidence required <<e.g. copies of new opportunities; new role description; staff awareness training; equalities questionnaire>>