

Volunteer Conversation Questions



Name: _____

Date: _____

What do you know about the Centre, and what would you like to know?

What appeals to you about volunteering with the Centre for Family Literacy?

Can you tell me a little about your education, work and volunteer history?

* Share an overview of the Centre's mission and programs. (Blue folder)

What role(s) are you interested in?

Tutor	Adult Class	Fam Lit Assistant	Office / Reception
Special Events	Board / Committee	Other	

Do you have any previous experience or training in a similar role?

If so – what did you find rewarding/challenging?

If not – why do you believe this role would be a good fit for you?

It can be really helpful to hear what you anticipate things will be like on a weekly basis.

Can you describe how you see a tutor session going? / Can you describe how you expect to help in this program?

Have you had the chance to read the job description? Any surprises or questions?

What skills or strengths do you think will be important for this role?

What could we do to help you feel well supported in your role? (Discuss training and ongoing support)
How often are you hoping we will check in with you about how things are going?

How long do you think you might be able to commit to this role? (Tutoring 1 year minimum)

In order to effectively support our volunteers, we like to keep in touch on a fairly regular basis (by email or phone). We also collect your volunteer hours and ask you to complete a volunteer satisfaction survey every 6 months. Does that sound reasonable?

Can you commit to providing an update for us at least once every couple of months?

When would you be able to start?

Do you have any health concerns or dietary restrictions that you would like to us to know about?

We couldn't do all we do as an organization without passionate, dedicated volunteers. We really like to show our appreciation for our volunteers in ways that are meaningful for them – be it providing feedback, professional development opportunities, appreciation events with good food, or even a future reference. What kinds of recognition would be meaningful for you?

Any questions remaining?