

MVA Volunteers Week 2021 Organisation Resource Pack



In this pack you will find a wide range of links and resources from the web to help support you to recognise the amazing contribution Volunteers make to Medway Communities.



*'Putting
the 'Unity in our
CommUnity'*

What is National Volunteers Week?



Volunteers Week takes place 1-7 June every year. It's a chance to recognise and say thank you for the contribution millions of volunteers make across the UK.

Traditionally during the week, hundreds of events and celebrations take place across the country, saying thank you to volunteers and recognising their invaluable and diverse contribution to the lives of others.

This has been tougher for most throughout the coronavirus pandemic, however we continue to support Medway Volunteers and Voluntary and Community Groups and Organisation to continue to help our local communities cope with the many consequences of coronavirus.

It goes without saying that volunteers have played a key role in the pandemic response and it's important that we acknowledge and celebrate the contribution of current volunteers.

We are looking forward to Volunteers' Week 2021 to recognise the huge role volunteers have played.

The campaign was established in 1984 by Volunteering England, which merged with NCVO in 2013. NCVO now leads this UK-wide campaign. Many of the resources in this pack are available on the Volunteers Weeks website and the NCVO website.



What Is In This Resource Pack?



From running an online event to using social media, this pack will help you to get the most out of National Volunteers' Week:

- Activity & Event Ideas To Get You Inspired
- Thanking Your Volunteers
- Tips On Running Virtual Events
- Using Social Media To Promote Your Activities
- Staying Connected
- Event Promotional Resources
- Local Press & Local Public Figure Resource
- Covid Guidance Links

For help on your Volunteers Week activities please contact the team: volunteering@mva.org.uk
Or 01634 812 850



Activity & Event Ideas To Get You Inspired



To help you get inspired for your Volunteer celebrations, the Volunteers Week website has a wide range of ideas that you can use for events and to pull your plans together: [Click Here](#)

Remember To Share MVA's Volunteers Week Giant Jigsaw & Video Event Open To ALL Volunteers In Medway. Deadline for entries 12pm 19th May.

Contact volunteering@mva.org.uk for all enquiries.



Share our Volunteers Week launch newsletter on your social platforms: [Click Here](#)



Thanking Your Volunteers



When thanking your Volunteers this year, take a moment to remember each and every one of them. From trustees and campaigners to carers and fundraisers, this is a great time to think about the fantastic contribution all your Volunteers make.

There are hundreds of way you can thank and recognise your Volunteers from thank you cards, small gifts, appreciation messages from Trustees all the way up to Events (face to face outdoors now or virtual). Events can also help you recruit volunteers, they can generate broad interest in volunteering and attract people who may not have considered it before.

An award ceremony will show your volunteers how much you value their work and is a great way to recognise their contributions to your Organisation and Medway communities.



Check out the links below for inspiration and ideas on recognising your amazing Volunteers.

NCVO Tips on running an awesome awards for your Volunteers: [Click Here](#)

NCVO - Tips On Thanking Your Volunteers: [Click Here](#)

Volunteer Recognition Certificate Template: [Click Here](#)



Thanking Your Volunteers

Show your Volunteers how much you appreciate them with a thank you card and a personal message:

Volunteers Week Thank You Card Template: [Click Here](#)

Link to Free Thank You Volunteer E-Card: [Click Here](#)

Link to Free Thank You E-Cards (selection of designs): [Click Here](#)



Tempo Time Credits – Volunteer Recognition Programme

Have you heard about how Tempo Time Credits are helping voluntary organisations in Medway to recognise and reward their Volunteers? Volunteers receive recognition through earning Tempo Time Credits and use them with a range of local and national recognition partners. *Here's what Heather Harvey of The Kent Girls & Ladies Football League (KGLFL) has to say about it: 'Tempo Time Credits are great for thanking all of our regular Volunteers'.*

KGLFL's Volunteers have been using Tempo Time Credits at many different venues, including in London. Heather, a Volunteer herself, has accessed the Tesco voucher on offer with the new Online Time Credits platform.

There are currently over 30 Medway Community and Voluntary Groups using Tempo Time Credits.



Find out more about how you and your Volunteers can get involved: [Click Here](#)

Tips On Running Virtual Events



Events are a great way to thank your Volunteers. A Volunteers Week event is a great way to bring people together to celebrate your Volunteers.

With Covid restrictions likely to remain for Volunteers Week you may want to think of switching some of your normal Volunteers recognition and engagement events to virtual ones!

Check out the links below for information, articles and training videos on running fun and engaging virtual events for your Volunteers.

NCVO Volunteers Week Tips on Running Events: [Click Here](#)

Charity Learning Article On How To Turn Event Into Virtual Events: [Click Here](#)

Campbell Company article with Tips For Virtual Volunteer Meetings: [Click Here](#)

Getting started with Zoom Video: [Click Here](#)

Getting started with Microsoft Teams Video: [Click Here](#)

MVA Bitesize Chairing Meetings in Zoom Video: [Click Here](#)

Chairing Meetings in Zoom



Using Social Media To Promote Your Activities



Using social media is a great – and free – way to publicly celebrate and thank your Volunteers, and share all your great Volunteer Week activities!

Looking for things to talk about? Check out the Volunteers Week social media plan on their website for ideas: [Click Here](#)

Not sure about social media? Take a look at NCVO's Improve Your Skills Section which has lots of information and training resources to help you get 'socially savvy': [Click Here](#)

NCVO Social Media Guides

How to get started with social media: [Click Here](#)

How to choose the right social media networks for your organisation: [Click Here](#)

How to set up a Facebook page for your organisation: [Click Here](#)

How to use Facebook: [Click Here](#)

How to use Twitter: [Click Here](#)

Social media (an introduction): [Click Here](#)

Looking for royalty free images to use try Unsplash: [Click Here](#)



Staying Connected

Staying Connected For You & Your Volunteers In Volunteers Week

Sign up for NCVO Volunteers Week Updates: [Click Here](#)



Facebook

Medway Volunteer Network - @MedVolNet

Medway Voluntary Action - @Medway CVS

NCVO Volunteers Week - @ncvovolunteers



Twitter

Medway Voluntary Action - @MedwayCVS

Medway Volunteer Network - @MedwayVolunteerNetwork



Volunteers Week Hashtags - #MedwayHeroes, #MedwayHero,
#Volunteersweek

Staying Connected After Volunteers Week & Beyond

Sign up for Medway Volunteer Network's Volunteering Bulletin to receive local Volunteering News & Opportunities in Medway: [Click Here](#)

Sign up for MVA's Newsletter to receive regular information about Local Events, News & Opportunities in your Community: [Click Here](#)



Event Promotional Resources



The Volunteers Week website has a wide range of logos, invites, promotional templates and illustration packs to help really show off your planned events.

Event Invitation Template: [Click Here](#)

Event Poster Template: [Click here](#)

Colourful illustrations are perfect for use on posters, certificates, banners and other promotional material: [Click Here](#)



Countdown Imagery Pack - Start the countdown by sharing on social media: [Click Here](#)

Download their logo pack in various formats for you to use in promotional material alongside your branding: [Click Here](#)

Decorations

Volunteers Week Banner: [Click Here](#)

Poster With Volunteering Statistics: [Click Here](#)

Volunteers Week Bunting: [Click Here](#)

Volunteers Week Selfie Frame: [Click Here](#)



The NCVO Volunteers Week campaign are currently updating their Comms pack so keep checking this link for any new resources: [Click Here](#)

Event Promotional Resources



Show your support for Volunteers Week by using these Twitter & Facebook resources from the Volunteers Week website.

- Decorate your Twitter profile with a dedicated eye-catching banner: [Click Here](#)
- Show your support for Volunteers Week by adding the campaign banner to your Facebook profile picture in one easy step: [Click Here](#)

Resources for your Volunteers to help encourage them to tell their stories: [Click Here](#)



Local Press & Local Public Figures Resources

Help your celebrations reach more people. Check out the links below for the Volunteers Week website resources including a press info pack and local public figure tips and templates.

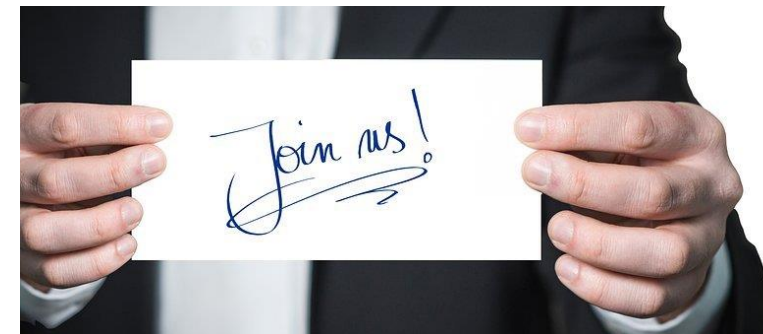
Tips On Inviting Political Figures: [Click Here](#)

Local Press Resource Pack: [Click Here](#)

Local MP Invite Template: [Click Here](#)

Local Councillor Invite Template: [Click Here](#)

Medway Council Local Councillor Contact Details: [Click Here](#)



Covid Guidance Links



Covid restrictions and Government Guidance are likely to remain in place during Volunteers Week.

The next Government Covid 'Roadmap' review is on the 17th of May.

Check out the links below when planning your celebrations to ensure you can all enjoy safely and in line with national guidance.

Government Covid pages on what you can and can't do: [Click Here](#)

NHS Social Distancing guidelines & other support links: [Click Here](#)

NCVO Website Useful Covid Links

NCVO's website has a wide variety of information on how Volunteers can be best engaged and supported during Covid: [Click Here](#)

Volunteers & Covid Vaccines: [Click Here](#)

Covid Testing For Volunteers: [Click Here](#)

Retaining & Engaging Volunteers as National Lockdown eases: [Click Here](#)

Most importantly - Have fun, share your Volunteer Week stories, and let us know what you get up too so we can share them for you as well!



Let's help Medway celebrate how awesome our Volunteers are and show them how proud of them we are!

Remember if you or your Volunteers need any help with Volunteers Week please get in touch and we'll be happy to help where we can:



Email: Volunteering@mva.org.uk Phone: 01634 812 850

Have a fantastic week from everyone at MVA.

Found this pack helpful? Don't forget that we can help with a wide range of your volunteering needs – including promoting vacancies on our website – so please contact us if you need any support.

