**RECOGNISING YOUR VOLUNTEERS**

The reason Volunteers often continue volunteering with a certain organisation or event is because they feel valued; they understand the impact of their role and they feel recognised for their efforts. Recognising your volunteers is a key tool in retaining your volunteers. You will not need to recruit as many people, if well motivated and appreciated volunteers keep coming back.

There are a lot of ways to recognise your volunteers, while they are volunteering or after they volunteered. Recognising your volunteer doesn’t require a lot of money. It could be just a simple ‘Thank You’, or remembering their birthdays.

1. Show them the Bigger Picture - Sometimes volunteers are given mundane tasks. Let your volunteer know, not just what they are doing, but why they are doing it. By giving them perspective about what they are doing, you show that you respect them and appreciate their work.
2. Provide food for your volunteers – Food always brings people together. Whether it is morning tea, lunch or dinner, food keeps them energized and shows that you care. Remember to take note of volunteers’ dietary requirements!
3. Check in with your volunteers – Check in with your volunteers regularly, asks how they are doing. If they are tired, give them a break. If they look bored, assign them a different task.

In the next section of this guide, *101 ways to Recognise Your Volunteers* by Volunteering Victoria will give you some ideas of ways to recognise your volunteers. As part of your effort to recognise your volunteers, HandsUp Latrobe Valley would love to hear your volunteer stories and feature them on our Social Media page ☺

**Celebrate your volunteers**

1. **Volunteers’ Week** – this is an annual celebration of the fantastic contribution of volunteers across Australia. It normally takes place in ***May every year***. Consider holding an event that highlights your volunteers’ efforts during this week.
2. **International Volunteer Day** – this happens on ***5th December*.** It is viewed as a chance for volunteers and organisations to celebrate their efforts, share their values and promote their work among their communities.