



Volunteer Engagement Committee Charter

VISION

The Volunteer Engagement Committee is an essential link for helping volunteers understand March of Dimes mission and feel connected to the organization from the very beginning. Provide support to Market Board members in understanding their role and how their skills can make an impact.

PURPOSE

The Volunteer Engagement Committee is responsible for providing timely Volunteer Orientation and Onboarding for new and veteran volunteers. Additionally, the committee works closely with the Market Board Chair, Nominating and Recruiting Chair, staff partner and other leaders to ensure that volunteers complete an Individual Engagement Plan, providing feedback and support throughout the year. The committee is also responsible for seeing that volunteer accomplishments are regularly celebrated and recognized, including individual volunteer, corporate and Market Boards.

STRUCTURE & MEMBERSHIP

The committee is led by a chairperson and members are recruited as needed. It is recommended that the committee consists of at least three volunteer leaders who would oversee the priority responsibilities of 1) Volunteer Orientation and Onboarding, 2) Individual Engagement Plans and 3) Volunteer Recognition.

RESPONSIBILITIES

Working closely with the Market Board Chair, Volunteer Engagement Committee and staff partner, ensures that all new and veteran volunteers are engaged in supporting the market's highest priorities in the following ways:

- Provide timely in-person **Volunteer Orientation and Onboarding** using the latest tools and resources available such as the Volunteer Learning Center, Volunteer Hub app, March of Dimes public website. Volunteer Onboarding process includes regular 30-60-90 check-ins.
- Assist members in downloading the Volunteer Hub app (spring 2019)
- Following the Onboarding process, have a conversation with all incoming and veteran volunteers to complete an **Individual Engagement Plan** annually.
- Create a system for regularly reviewing Individual Engagement Plans and providing feedback.
- Provide collective roll up of all Individual Engagement Plans to share with Market Board.
- Ensure that all Market Board members have signed up for the Advocacy Action Network.
- Assign a mentor if the volunteer requests.
- Develop and execute a **Volunteer Recognition Plan** that is activated year-round.

SUCCESS BENCHMARKS (Standards of Excellence)

ENGAGEMENT AND RECOGNITION
New members complete Individual Engagement Plan following Onboarding process
All members receive feedback/guidance based in engagement plan and actual participation
Collective roll up of Individual Engagement Plans of all members is shared with Board
Board Members participate in Advocacy Network and action alerts on a timely basis
Market Boards recognize individual contributions

TIMELINES

First Quarter	Conduct Orientation and Onboarding for new Market Board Members. See that new members complete an Individual Engagement Plan and have a 30-day check in call or meeting with another volunteer leader. Assign a mentor as appropriate. See that new members get 60-day and 90-day check-in calls or meetings. Recognize successes!
Second Quarter	Oversee the progress of Individual Engagement Plans. Recognize successes!
Third Quarter	Oversee the progress of Individual Engagement Plans. Recognize successes!
Fourth Quarter	Work with the Volunteer Engagement Committee to create a Volunteer Recognition Plan that is activated all year. In partnership with the Market Board Chairs and staff partner, see that all current Market Board members updated complete an Individual Engagement Plan. Provide a rollup of individual and collective achievements based on those plans.

RESOURCES AND SUPPORT

- Volunteer Learning Center <https://volunteer.marchofdimes.org>
- Volunteer Hub app
- National Volunteer Leadership Council members (see staff partner to request assistance)
- Volunteer Leadership Development Department (see staff partner to request assistance)