



COMMITTEE FOR VOLUNTEER CARE TERMS OF REFERENCE

TYPE:Working Committee

PURPOSE:Volunteers are the heart of CORK and it is a responsibility of all parts of the organization to recruit new people.While the Committee for Volunteer Care will be also be a participant in recruiting people, it will be the leader in measures to make volunteers feel valued and eager to return.

SPECIFIC AREAS OF RESPONSIBILITY:

1. Develops measures to recognize volunteers' efforts and to make volunteers feel welcome
2. Develops and maintains subordinate group(s) to carry out such tasks as greeting volunteers at events, assisting new volunteers and preparing for social events
3. Advises the Executive on policies that would assist the recruitment and retention of volunteers
4. Pursues opportunities to recruit people and organizations to participate in CORK
5. Coordinates with staff and the Planning Group to recruit people with particular experience or qualifications
6. Obtains Executive Director concurrence for initiatives with financial implications

COMPOSITION:A minimum of three persons, of whom one shall be a Director but not necessarily the Chair.The Chair and members of the committee will be appointed by the Board. CORK staff should attend or be consulted prior to a meeting.

TIMEFRAMES AND REPORTING: The Committee shall meet periodically as its responsibilities should require and report semi-annually to the Board.

APPROVAL/REVIEW DATE:

Approved by the Board of Directors – 10 December 2019
Review Date -