

AAN-X Volunteer Status Report

CONTACT INFORMATION			YEAR 1 GOALS						
Name	Email	Cell phone	Postal Code	Age	Gender	Minority Participation, if Applicable	Volunteer Type	If Committee, which Committee?	If Day-of-Event Volunteer, Shift Captain?
			<p>This is a proxy for income.</p> <p>GOAL: At least 35% of volunteers should live in low-income neighborhoods..</p> <p>GOAL: At least 10% of volunteers should live in wealthy neighborhoods.</p>	<p>GOAL: At least 30% of the volunteers are between 20 and 30.</p> <p>GOAL: At least 20% of volunteers are older than 55</p>	<p>GOAL: Volunteers should be approximately 50% Female and 50% Male</p>	<p>NA in this country</p>	<p>GOAL: Day-of Event Volunteers - 225</p> <p>GOAL: Event Production Volunteers - 20</p> <p>GOAL: Committee Volunteers - 0</p>		<p>There are 8, three hour shifts at Art All Night. Each Shift has a Shift Captain.</p>
Example 1: Maria Diaz	Maria.diaz@gmail.com	66 88 628 644	3AH 2X7	31 to 40	Female		Day-of-Event Volunteer	Not Applicable	Not Applicable
Example 2: David DeSoto	David.desoto@yahoo.com	88 77 963 123	5Y3 9J6	51 to 60	Male		Committee Volunteer	Facilities Committee	Not Applicable
Example 3: Abigail Gonzolez	Abigail.gonzolez@gmail.com	97 14 887 123	8H7 2L3	18 to 20	Female		Day-of-Event Volunteer	Marketing Committee	Yes
Example 4: Miguel Sanchez	Miguel.Sanchez@gmail.com	44 55 666 777	7T5 4R3	21 to 30	Male		Committee Volunteer	Music Committee	Not Applicable

VOLUNTEER DEVELOPMENT							VOLUNTEER ASSETS					
How did they hear about volunteering for AAN?	When did this person join as a volunteer?	When did the person stop showing up?	What is motivating this person to volunteer?	Special needs of this volunteer	Has the volunteer completed what they agreed to do?	T-shirt Size	The volunteer's Special Skills/Assets	Helpful people this volunteer knows	How to Speak at a Meeting	How to Write a Meeting Agenda	How to Lead a Meeting	How to Recruit Volunteers
Knowing this will tell you which of your volunteer recruitment strategies are most effective in general and in terms of recruiting specific demographics	These are important because: 1) They tell you when the volunteer has been with you for 2 months. At 2 months you should ask if their needs are being met 2) Provides insight into effective and ineffective volunteer practices. Meaning: If 20 people left during X dates, there is something during that time that is worth improving upon 3) It tells the funder if the program is effective at attracting and retaining volunteers.		This is critical to know! Only happy volunteers continue volunteering. Your job is to determine if this persons needs are being met. If not, what can you do to change it	Maybe childcare, eldercare, special diet, transportation issues	This is vitally important. NGO's can't criticize volunteers but we can promote those people who are achievers	Every AAN Volunteer gets a T shirt to wear at the event. They should say STAFF on them.	See examples below	See examples below				
Article in their Church newsletter	1/22/2023	Still participating	Loves art	None	The event hasn't happened yet	S	Caligraphy, owns a car	Her father owns a printing shop. Maybe print flyers for AAN	X	X	X	X
Recruited from door knocking	8/9/2022	Still participating	Wants to help their community	Needs to take care of elderly parent from time to time.	Yes	XXL	Electrician, knows construction, has many tools	His brother works in the Mayor's Office				
Social media posting by NGO	12/18/2022	Still participating	Learn skills to use on future advocacy projects	None	Yes	M	Is an artist, photographer, and knows social media	She knows a lot of students who are studying graphic design. They might be willing to volutneer their design services for the website, signage, and other materials	X	X	X	X
An NGO Board Member is their cousin	7/8/2022	10/6/2022	Meet people, have fun	None	No, Miguel stopped coming to meetings and even when he was coming he was not friendly	XL	Is a Musician	Knows a lot of bands that could play at AAN	X			

ATTENDANCE AT CIVIL SOCIETY TRAININGS								NOTES
How to Manage Volunteers	How to Write a Press Release	How to perform Guerilla Marketing	How to Speak to Politicians	How to Ask for Donations	DIPLOMA AWARDED?	DID WE ACT AS JOB REFERENCE? Write in date and name of employer	DID THE PERSON GET THE JOB?	
					GOAL is 2			
								Maria can only commit to the Day-Of-Event volunteer role but asks if we could call her in 3 months because she may have more time then to join a committee
X								
X	X	X	X	X	X	Yes, on 3/1/23 Abigail listed our NGO as a job reference. Mr. Alvarez from the XYZ Advertizing Company called on 3/7/23 to ask if we recommend her	Yes	Abigail has been an amazing volunteer. She is very busy with her new job and attending university. It makes sense to continue grooming Abigail for greater leadeship within our NGO