



Sport Volunteers: Recognise

All volunteers need recognition for the work they do. Volunteers need to feel valued, valuable and wanted. Some will need or desire more recognition than others and each volunteer will have a preference for how they like to be recognised.

Recognition options to consider

- Appoint a volunteer coordinator or game day / event volunteer coordinator whose role, amongst other things, is to support, recognise and praise the efforts of volunteers.
- Give volunteers merchandise such as badged caps, t-shirts, drink bottles
- Provide water, refreshments, food, and, where applicable, sunscreen
- Provide shade, seats and safe locations for breaks – as applicable
- Say 'thank you' regularly
- Write thank you letters or emails
- Ask participants and members to thank volunteers personally
- Encourage juniors to thank their parents and volunteers
- Consider honorariums / gifts for those who give large amounts of their time
- Reimburse volunteers for their out-of-pocket expenses
- Celebrate and acknowledge volunteer service on your noticeboards and honour boards, at your AGM, in your annual reports and other communications, including social media
- Organise a function for all volunteers throughout the year
- Recognise length of service, special achievements and training completion
- Enter outstanding volunteers into community-based recognition awards
- Participate in National Volunteers Week

Resources to support volunteers

In addition to the support of Volunteering Victoria, find below a range of resources to help your club support volunteers.

Play By the Rules – making sport inclusive, safe and fair

Club Help – help specific for regionally-based clubs

AAA Play – connecting and including people with disabilities

Guidelines for preventing violence against women

Making information accessible and available in multiple languages

Our community is diverse, encompassing multiple language and accessibility needs. We encourage ensuring your information can be available to people with visual disabilities as well as produced in languages relevant to your community, Club or Association.

The Victorian Government provides online resources to assist you with:

- **Language interpretation or translation**
- **Visual accessibility**

More sport-specific tools about volunteering

Sport & Recreation Volunteering is a big topic with many areas where expertise is required. A range of sport-specific resources have been created to assist you in your strategies and practices around volunteers.

This tool is one of many tools and factsheets available here at Volunteering Victoria's **sport-specific resource section**

We encourage you to check out the full range of tools and use those which may support and apply to your club.

www.volunteeringvictoria.org.au/sport-volunteering