



# Locala's Volunteer Journey

## STEP 01

### Online application

Tell us why you wish to apply to volunteer for us and what you expect to do as part of the role you are applying for.



## STEP 02

### Informal Interview

If your application is successful, you will be invited to attend an informal interview



## STEP 03

### Recruitment

If you are successful at interview, we will carry out a few checks in preparation for you joining us, including DBS and references.



## STEP 04

### Training

Before you begin your volunteering, you will be asked to complete our electronic mandatory training booklet and pass a corresponding assessment document, designed to prepare you for your volunteer role.



## STEP 05

### Induction

This will be arranged with the service you are volunteering for, where you will be introduced to your team and elements of your role demonstrated, in preparation for your first shift.



## STEP 06

### Supervision

You will be well supported by your Volunteer Services Manager, as well as your team, through regular informal follow-up visits.



## STEP 07

### Development Opportunities & References

Additional training and workshops will be offered to develop your skill set. We will be able to provide you with a reference once you've been actively volunteering with us for a minimum of 3 months, up until 12 months after you have left us.



## STEP 08

### Exit Evaluation

When you reach the point of leaving us we will ask you to complete a short, simple exit evaluation so that we can make sure we've looked after you during your time with us.



# THANK YOU