



EXAMPLE: Event Guide

COMPANY Volunteer Week: Host one volunteer opportunity everyday for a week! Host events in and out of the office. Encourage volunteers to document and share their experiences during the week. The events can all support one cause area, or support a new cause everyday of the week!

COMPANY Service Day: Plan multiple events on one day and encourage all COMPANY employees to volunteer at one of the events. This day can be planned on a holiday weekend, or a day that the company agrees to close and dedicate the day to service. Emphasize the sense of community around all of the employees getting involved on that one day.

Skills Workshop: Get together a department or group with certain skillsets and put on workshops with local schools or programs. For example, volunteers from the Marketing Department can put on a marketing workshop for the local high school's Future Business Leaders of America organization.

Non-Profit Partner Events: Develop a relationship with a local non-profit and make volunteering with them a regular opportunity (i.e. weekly, monthly, semi-annually). For example, reach out to your local food bank and ask if you can bring a group of volunteers to serve food once a month.

Local Clean Ups: Reach out to local parks, beaches, or conservancies to plan a clean up! Cleanups help volunteers feel connected to their community and are easy to plan. Most conservancies or parks will have the necessary permissions and steps needed listed on their website.

Health and Wellness Workshops: If health and wellness is a focus area for your company, awareness events are fun and impactful ways to get employees involved. These events can include bringing an instructor (possibly certified coworker or friend) to host a private Zumba, CrossFit, or other fitness class for volunteers or bringing in a nutritionist to host a healthy cooking class for employees.

Run / Walk events: Put on a fun run or walk event in your community! Encourage employees to get their friends and family involved. Find local sponsors and let them set

up booths around the walk so there is plenty to do. Give all money raised from registration fees or sponsors to one of COMPANY'S cause areas!

Clothing or Food Drives: Have employees bring in clothes and food to their local office. Make it a company wide competition and give some type of prize to the office that collects the most goods!

Social Events - Use the PROGRAM NAME to spread word about social events for the company! Fitness classes, sporting events, and outdoor activities are just a few good ways to get employees engaged outside of the office and help develop a true sense of community.