

NIGP  
**LEADERSHIP  
SUMMIT**2025

**ACADEMY**

# Engaging Members in the Work

# Welcome!



# **What's your question today?**

- **Volunteer recruitment**
- **Volunteer retention**
- **Volunteer policies**

# Volunteer Resources – ready for the picking!

## Chapter Volunteers

- Micro and Ad Hoc Volunteer Jobs <https://marinermanagement.com/resource/blog/2015-05-02/the-list-micro-ad-hoc-volunteer-jobs-in-associations/>
- Micro Volunteering Jobs <https://marinermanagement.com/resource/blog/2016-10-17/finding-micro-volunteering-jobs-to-offer/>
- We have to Fire this Volunteer! <https://marinermanagement.com/resource/blog/2012-10-25/we-have-to-fire-this-volunteer/>
- Fixing the Volunteer Pool (see links for job descriptions) <https://marinermanagement.com/resource/blog/2014-11-13/fixing-the-volunteer-pool-the-talent-scout/>
- Get Involved Survey sample (PRSA Society)
- Volunteer Flyer (PRSA Society)
- Volunteer Adhocracy in Action Worksheet (how to create micro and small volunteering roles)
- Script for Call for Volunteers
- Volunteer Flyers

<https://www.nigp.org/chapters/governance-chapters#>

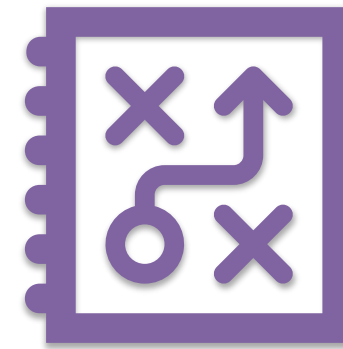
# Let's recruit!



**Direct ask**



**Start with small  
ask**



**Tie into member  
onboarding**



**Highlight  
volunteers (create  
FOMO)**



*Start with the MEMBER not the position*

# Retention begins at the YES!



## Strong start

- *Strong orientation*
- *Onboarding*
- *Training*
- *Check-ins*



## Use time wisely



## Show impact



## Appreciation



*Check resources at  
[/governance-chapters#](#)*

# Micro in Action!

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## Thought Leadership

- Write blog or article
- serve on a panel
- Share content
- Serve on focus group



## Advocacy & Outreach

- Represent profession
- Classroom or career event
- Attend a sister organization
- Mentor or ambassador



## Skill-based

- Designing a flyer, etc
- Proofing or editing
- Webmaster skills
- Financial review



## Event support

- Greeter or registration help
- Event set-up
- Photographer
- Room monitor
- Reporter
- Speaker
- First-time Buddy



## Sharing, Influencer

- Social media posting
- Content sharer
- Use logo, brand



## Community

- Member Ambassador
- Recruit new members
- New member buddy



Check  
resources at  
[/governance-chapters#](#)

# Micro in Action: Mentoring

SCAGPO

MENTOR VOLUNTEER FORM

\* Name of Mentor Applicant

\* Employer

\* Position/Job Title

\* Telephone

\* E-mail Address

\* What Procurement experience level would you like to mentor?

☐ Entry Level
 ☐ Intermediate
 ☐ Advanced

\* What type of Mentor/Mentee relationship do you desire?

☐ Very Interactive - Regular In-person Meetings
 ☐ Somewhat Interactive - Few meetings and telephone & e-mail contact
 ☐ Virtual - Mostly telephone & e-mail contact

In what geographic location or region are you best suited to mentor?

\* As a Mentor, what technical area could you provide the most valuable professional development assistance to your Mentee? In the space below, please list any special skills you possess which may add value to your mentor/mentee relationship and also any ad

Please add any additional information in the space below.

Submit

Clear

# Volunteer Points – Recruiting & Retaining

Incentive points aka Tampa Bay Area

<https://www.nigp.org/chapters/membership#>

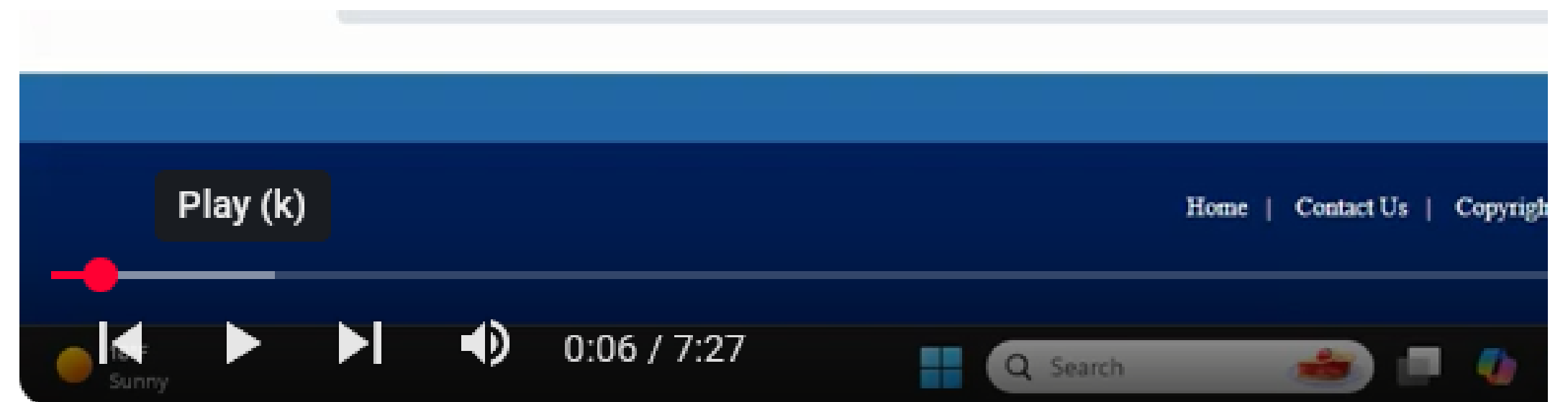
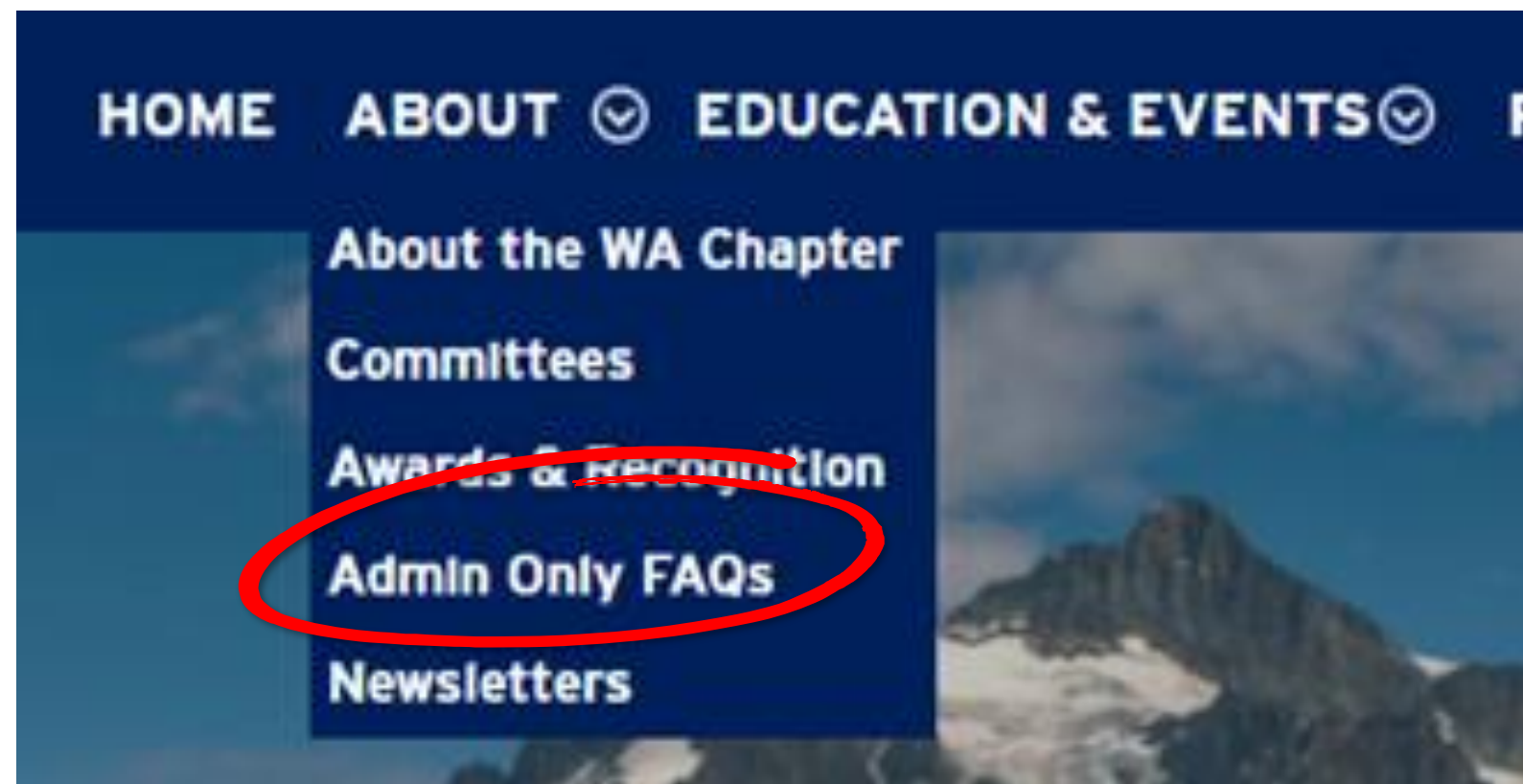
- Rocky Mountain Governmental Purchasing Association Rewards Application
  - Rocky Mountain Governmental Purchasing Association Scholarship Program
  - Rocky Mountain Governmental Purchasing Association General Scholarship Application
  - Southeast Texas Association of Public Purchasing Chapter Application 1
  - Southeast Texas Association of Public Purchasing Chapter Application 2
  - South Carolina Association of Governmental Purchasing Officials
  - Tampa Bay Scholarships and Procedures
  - Tampa Bay Scholarship Application
  - Utah Chapter Application

| Officers/Committees                                    |                 |           |
|--------------------------------------------------------|-----------------|-----------|
| Description                                            | Point Allowance | Per Unit  |
| Executive Board Officer and Committee Chairs/Directors | 350             | Position  |
| Board Meeting Attendance                               | 5               | Event     |
| Trade Show                                             |                 |           |
| Description                                            | Point Allowance | Per Unit  |
| Chair                                                  | 300             | Position  |
| Co-Chair                                               | 250             | Position  |
| Vendor Registration Chair                              | 150             | Position  |
| Agency Registration Chair                              | 75              | Position  |
| Print Materials/Photography Chair                      | 100             | Position  |
| Catering Chair                                         | 75              | Position  |
| Decorations Chair                                      | 75              | Position  |
| Raffle/Door Prize Chair                                | 75              | Position  |
| Committee Member                                       | 50              | Position  |
| Attendance at Trade Show                               | 35              | Position  |
| Non-Sponsorship Booth Sales                            | 25              | Booth     |
| End User Attendance Incentive                          | 25              | Incentive |

# Tapping Tech

Training is available! FAQ Page

<https://widgets.commoninja.com/c8e7d783-9acf-49e0-9424-324448f0f335>



## Tracking Volunteer Hours using the Volunteer Module



NIGP1

538 subscribers

Subscribe

# Let's Go Deeper

Pick your room!

1. Getting More (Recruiting Volunteers)
2. Points & Policies
3. Club Express Volunteer Module
4. Micro-volunteering

