**TEACHING/ONBOARDING GAME-PLAN FOR EXTENSION VOLUNTEERISM**

**Note:** Throughout a County Extension Agent’s onboarding experience, he or she will have many opportunities to interact and learn one-on-one with colleagues and Extension mid-managers through the First-Step program, the Mentor program, daily work activities and scheduled meetings. These interactions and conversations will add great value to the following formal learning opportunities proposed.

---

**PRIOR TO EXTENSION FOUNDATIONS**

- Moodle Course: Introduction to Volunteerism
  - Chapters:
    - Volunteerism: Trends (U.S., Texas and Extension) & Impacts
    - Volunteer Types in Texas AgriLife Extension
    - Role of a volunteer administrator (overview of ISOTURE model for volunteer management)
    - Youth Protection Standards (Broad overview and terms)

---

**EXTENSION FOUNDATIONS**


- Roles of Extension Volunteers:
  - LABs, PACs & Youth Boards (short review from Program Development sessions)
  - Partnerships (result demonstrations, etc…)
  - Educational Programming (4-H programming, Master Volunteers, Youth volunteers & episodic volunteers)
  - The ISOTURE model for volunteer management
  - Stages of leadership development

---

**PRIOR TO PROGRAM EXCELLENCE ACADEMY SESSION 1**

- Read volunteerism publications
  - ISOTURE – A Model for Volunteer Management
  - Orientation of Volunteers
  - A Little Recognition Goes a Long Way: Strategies to Recognize Volunteers

**PROGRAM EXCELLENCE ACADEMY SESSION 1 (VOLUNTEER MANAGEMENT)**

- In-depth look into the various stages of the ISOTURE model – discussion and activities based upon a specific volunteer group for which they have primary responsibility – develop a volunteer management plan

---

**PRIOR TO PROGRAM EXCELLENCE ACADEMY SESSION 2**

- Assignment: Paper where participants answer questions that cause them to reflect on their volunteer administration learning and success, and helps them identify questions and topics for Academy 2.
Program Excellence Academy Session 2 (Engaging Volunteers to Teach)

- This session will be enhanced by recruiting some CEAs and Extension Mid-managers that are successful at volunteer management to assist.
- Instruction, discussion and activities related to engaging volunteers to teach
  - Creating an environment that promotes volunteer engagement, and setting up a system for volunteers to lead educational programs
    - Examples of systems implemented for volunteers to lead educational programs
    - Importance of position descriptions for engaging volunteers
    - How new educational programs and resources are developed by volunteers
  - Resource acquisition
  - Volunteer career ladder options
  - Shadowing veteran volunteers and/or volunteer mentor programs
  - Internal evaluation of volunteers and volunteer programs
  - Methods for capturing numbers & outcomes of volunteer programs (external evaluation)
  - Instilling confidence in volunteers
  - Common problems related to engaging volunteers

For more information on Volunteerism within Texas AgriLife, please visit: http://od.tamu.edu