**Best practices for volunteer management practices**

* Get liability insurance for volunteers
* Clearly define volunteers’ roles
* Design good volunteer jobs
* Recruit volunteers
* Screen and match volunteers
* Give new volunteers orientation and training
* Supervise, communicate with and support volunteers
* Recognize volunteers’ contributions; satisfy volunteers’ motivations
* Encourage reflections
* Encourage a supportive environment

Source: Studer and von Schnurbein (2013) <https://peopleknowhow.org/wp-content/uploads/2020/08/Supporting-volunteers-through-best-practice.pdf>