

# SKILLS-BASED VOLUNTEERING

## What is it?

Skills-Based Volunteering (SBV) utilizes the expertise of an individual or small group to complete a project for a nonprofit organization they otherwise would not have the skillset or capacity to accomplish with their current resources. Projects may be short-term or long-term in nature depending on the desired deliverables and outcomes of the organization.

## Example projects

- Website design
- Data analysis
- Benefits and payroll consultation
- Accounting software recommendation
- Organization process design
- Graphic design
- IT or Software evaluation/recommendation
- Legal Services

This is just a sampling, and not an exhaustive list, of the ways skills-based volunteers could support an organization.

## Four Keys to a Successful Match

Recruiting and hosting a skills-based volunteer requires more coaching and coordination than a standard volunteer opportunity. The experience more closely aligns with that of managing a contractor. Therefore, to help you have a successful match working with a skills-based volunteer, here are some questions to ask your organization:

- Do you have a clearly defined need or project? Do you know what end goals or deliverables you'd like to see? What does success look like for this project or need?
- Is your leadership on board with utilizing volunteers in this capacity? Are they clear on the project or need and agree on what success looks like?
- Does the staff person who will own and oversee the project have time and capacity to provide direction and supervision to the volunteer?

Answering these questions will determine your organization's feasibility for hosting a skills-based volunteer and setting the experience up for success.

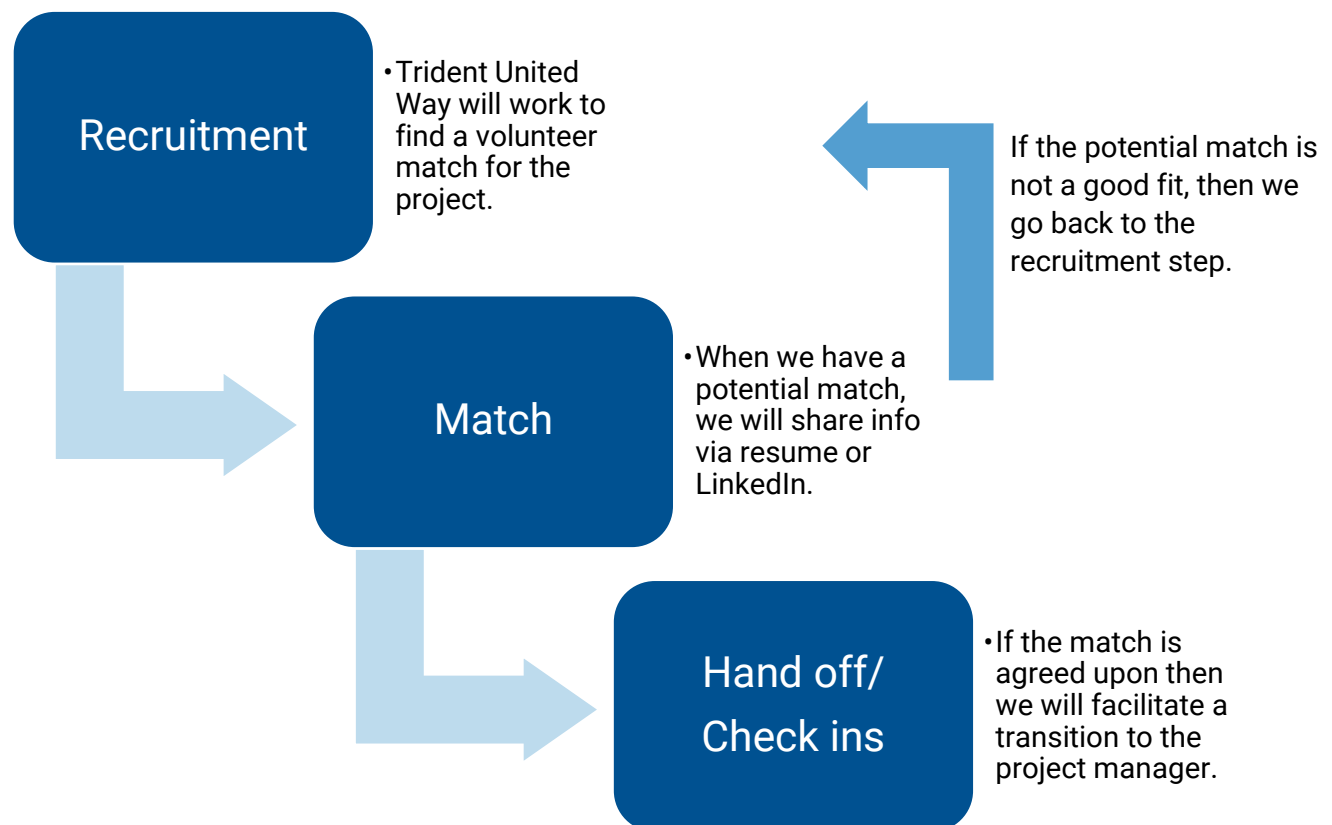
## Prepare and Submit a Project Request

It's important to provide detailed information about the project you are requesting to be completed by a skills-based volunteer along with timelines, deliverables and outcomes. Think of it as if you were writing a request for proposal (RFP). The following information is essential to complete our project request form online:

- Project name
- Detailed description including timelines, deliverables and outcomes
- Project manager's contact information
- Number of volunteers (individual or small group)
- Skillset of volunteer(s)
- Type of opportunity (in-person, virtual, hybrid)
- Length of project (short-term, long-term)

Once you have gathered and prepared all this information, contact Trident United Way Strategic Volunteer Engagement Team ([volunteer@tuw.org](mailto:volunteer@tuw.org)) to receive login credentials and instructions for submitting your project through our online system.

## Matching Process



For questions on Skills-Based Volunteering contact [volunteer@tuw.org](mailto:volunteer@tuw.org).