

TimeBank

Be *part of a team*
Be a volunteer

Team Volunteering Days - FAQs

If you're thinking about organising a team volunteering day, TimeBank can help.



Below are our answers to some of your most frequently asked questions:

What does TimeBank do?

Our aim is to make volunteering part of the fabric of everyday life. To do this, we connect groups of corporate volunteers with community groups that need help, offering a specialist brokering service to make sure employees get the very best and most enjoyable volunteering experience possible. We aim to provide an employee volunteering day that really works – engaging your staff and helping them develop confidence and skills, while supporting small community groups that often don't have the resources to provide an effective, properly structured volunteering experience.

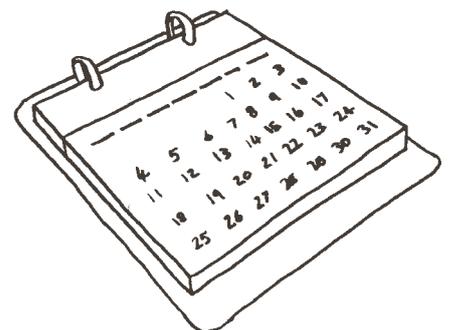
How do I arrange a volunteer day?

To start organising a team volunteering day all we need to know is:

- ✗ What type of volunteering your team want to be involved in
- ✗ The expected number of volunteers
- ✗ Your preferred dates and location (and how far you're willing to travel)

How long does this take?

Arranging a team volunteering day takes on average 4 – 6 weeks, but the more time we have to arrange a day the greater range of opportunities we can offer you. Once you have enquired about a team volunteering day, we will send you a list of some of our most popular days to give you an idea of what we can offer you. Of course, you are by no means limited to this list, we will always try to find something that is specific to your interests. From here, the process of creating a tailored volunteering day is subject to community partner availability, often these community groups are run exclusively by volunteers and therefore they can take some time to get back to us.





Be a leader Be a volunteer

What happens when we have confirmed a volunteer day?

Once we have confirmed a day with a community partner that matches your team's interests and requirements we will send you all the necessary information. This includes: a client agreement, an invoice, and a briefing sheet. The briefing sheet will outline the structure of the day, public transport options to and from your location, information regarding car parking facilities, what you should wear and if lunch will be provided (refreshments including tea, coffee, water and biscuits are provided).

How much does a team volunteering day cost?

TimeBank is a not for profit registered charity, in order to cover our costs for one-off team volunteering days we charge between £50- £80 per head + VAT, depending on the type of day you choose to take part in. The cost includes a health and safety check, risk assessment and site visit, any materials necessary for the project and a TimeBank member of staff present on the day. We'll also collect feedback from your team so you know how successful the day has been, and if you would like us to, arrange social media and other publicity. For a longer-term volunteering programme we can negotiate the cost depending on your requirements.

Do I need to arrange insurance?

Your Employers' Liability Insurance should provide coverage. However, we would recommend that you check with your insurer that your cover is sufficient.

