DRAFT POTENTIAL 'COMMUNITY BUILDER' EMPLOYEE VOLUNTEERING DELIVERY OPTIONS FOR CONSIDERATION BY THE COMMUNITIES BOARD

N.B options to be considered in relation to resource available and alignment with employee volunteering policy and Communities Strategy objectives.

- **Option 1**

  3 pre-approved options/possibilities are given for volunteering in a particular year approved by Communities Board as fitting in with a Communities strategy delivery priority. These options will be specific to one 'role description' and be pre-approved by the opportunity, put forward by partners seeking volunteers and promoted by the organisation and on LCC intranet. Opportunities could come from internal departments or project; or from partner organisations and local VCS groups. Employees will be able to apply to take part in this via a new page developed on the Intranet. Time will be booked and approved using the existing Oracle System.

- **Option 2**

  Every year Community Builders have a Communities Board approved theme which fits with the Communities Strategy Priorities. A list of possibilities is provided but employees are able to nominate a chosen cause fitting with this theme via an intranet form. This will be assessed by a set of criteria determined by the communities team/board and approval given. Feedback on the placement will be required and the opportunity added to a database of future potential opportunities. Leave approval will be via Oracle Systems.

- **Option 3**

  The volunteering opportunity will be left wide with the remit to support the delivery of the Communities Strategy. A set of criteria will be developed to set the parameters of this and outlines the outcomes required from the placement. The employee will be encouraged to use their skills and assets to apply for the opportunity justifying via the application form. Feedback will be collected from participants and a database of opportunities will be collated and managed thereby growing the programme year on year. Leave approval will be via the Oracle System.

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