

EXERCISE 6.1

Giving and Learning Through Volunteering

5–10 minutes

In 1998, 109 million people—55 percent of Americans—volunteered in nonprofit organizations. The value of their time was estimated at \$225 billion dollars. Getting involved in any role, from stuffing envelopes to chairing board meetings, not only increases your connection to a particular organization, it often increases your understanding of the nonprofit world and your joy in giving.

If you would like to volunteer, a key step is assessing what skills you have to offer and what you would like learn. In Chapter Two you thought about what talents you could offer nonprofits. Below is a more detailed list of skills often valued. Since volunteering offers opportunities to learn as well as to give, use this exercise to define skills you would like to acquire as well as those you can share.

Put a check mark in the box after each skill in one of the three columns. This list will be helpful in finding a volunteer position in which you're both well-used and challenged.

	<i>Good at it</i>	<i>Want to learn</i>	<i>Not interested</i>
Verbal communication			
Conflict resolution	_____	_____	_____
Giving effective feedback	_____	_____	_____
Listening and interviewing skills	_____	_____	_____
Office work			
Answering phones or making calls	_____	_____	_____
Using computers	_____	_____	_____
Designing Web sites and updating Internet access	_____	_____	_____
Finances			
Bookkeeping	_____	_____	_____
Planning and reviewing budgets	_____	_____	_____
Preparing useful financial reports	_____	_____	_____

