



# Volunteer Kentucky!

## Lesson Plan

### Session #6: Culminating Activity, Recognition & Graduation

#### Generating, Educating, Mobilizing and Sustaining

#### Learning Objectives:

The participants will:

- *design* a community project, organizational program or activity in which the participant serves as a volunteer administrator, following the steps outlined in **Volunteer Kentucky!**
- *demonstrate* their ability to administer a comprehensive volunteer program by sharing a community project, organizational program or activity resulting from their participation in **Volunteer Kentucky!**
- *be recognized* for completing **Volunteer Kentucky!** as well as for *executing* a volunteer administration project, program or activity.

#### Resources:

- GEMS Model of Volunteer Administration <http://www2.ca.uky.edu/agc/pubs/CLD2/CLD23/CLD23.pdf>
- KELD Publication Series <http://www2.ca.uky.edu/kccl/keld.php>
- VRKC Taxonomy <http://nextgeneration.4-h.org/volunteerism/vrkc/>
- National Framework for 4-H Volunteerism <http://www.uwex.edu/ces/4h/ncrvd/ref/NLPVolunteerism.cfm>
- Volunteerism for the Next Generation <http://www.4-h.org/resource-library/professional-development-learning/4-h-volunteer-development/>

#### Session Goal:

Participants will celebrate completion of the **Volunteer Kentucky!** Series; demonstrating competence as volunteer administrators by sharing culminating projects.

#### Pre-Program Preparation/Materials:

- Secure laptop computer, projector and wireless access capacity.
- Duplicate the **Volunteer Kentucky! Series Assessment Instrument**.
- Print and sign the **Volunteer Kentucky! Diplomas**.

#### Review from Previous Session:

Ask

Encourage participants to (briefly) share their results from the previous session's homework assignment, unless it is included in the report of their culminating project.

- Develop a *Volunteer Self-Evaluation* that can be utilized by each volunteer to determine how effectively they served the organization, its program and clientele as well as determining their level of satisfaction with the volunteer experience.



### Session Goal:

*Participants will celebrate their completion of the **Volunteer Kentucky!** Series, and demonstrate their competence as volunteer administrators by sharing their culminating projects.*

- Develop a *Volunteer Recognition Strategy* that will accomplish the following goals:
  - Recognize each volunteer at least once each year
  - Celebrate the contributions made by volunteers to the organization, program, clientele or other volunteers or staff.
  - Recognize volunteers that are motivated by affiliation, achievement and power/control.
- Send an appreciation note to each individual that served during the previous year. Determine which volunteers will be asked to continue their service to the organization and its programs.

## Background:

### Share

Each person will give a 10 – 15 minute presentation of his/her final volunteer administration project.

## Introductory Activity:

### Introduce

Each participant will introduce any guests or visitors that are accompanying them.

## Individual Presentations:

### Present

Each presentation should include the following components:

- Description of the organization and volunteer program
- Identification of the need for the project
- Overview of the project
  - Explain how each category of the GEMS Model was addressed in the project (Generate, Educate, Mobilize, Sustain)
- Report results and impacts

## Volunteer Kentucky! Series Evaluation:

### Distribute

Hand out the *Volunteer Kentucky! Series Assessment Instrument* for each participant to complete.

## Summary & Celebration:

### Share

Briefly share an overview of the accomplishments of the *Volunteer Kentucky!* group. Present each participant with a diploma.

## References:

Culp, III, K. (2013). Strengthening Organizational Leadership with the GEMS model of Volunteer Involvement.

<http://www2.ca.uky.edu/agcomm/pubs/CLD2/CLD23/CLD23.pdf>

Culp, III, K. (2004). The GEMS toolbox. [On-line] Available at:

[http://www2.ca.uky.edu/4hguid/e/gems\\_toolbox](http://www2.ca.uky.edu/4hguid/e/gems_toolbox). Accessed on January 22, 2015.

Culp, III, K., Deppe, C.A., Castillo, J.X. & Wells, B.J. (1998). The GEMS model of volunteer administration. *The Journal of Volunteer Administration* 16(4)36-41.

Culp, III, K., McKee, R.K., & Nester, P. (2010). Volunteer Research, Knowledge & Competency Taxonomy. *Volunteerism for the Next Generation*. Washington, DC: National 4-H Headquarters

<http://nextgeneration.4-h.org/volunteerism/vrkc/>

Patton, M.Q. (1990). Editor's introduction. *Journal of Extension* [On-line], 28(3).

Available at: <http://www.joe.org/joe/1990fall/index.html>

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*Community organizations that generate, educate, mobilize and sustain a variety of volunteers, members and leaders help to create effective and efficient disseminate quality educational and service programs.*

