



# STAFF REPORT

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**Meeting Type:** Parks and Trails Advisory Board  
**Meeting Date:** October 9, 2024  
**From:** John Wallace-Recreation & Senior Services Manager  
**Subject:** Volunteer Update

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## **DECISION TO BE MADE:**

No formal decision is required at this time.

## **PURPOSE / OBJECTIVE:**

This report provides an overview of our updated volunteer process, which includes the following elements:

- Volunteer Local – New Online Registration/Information Software
- Volunteer Opportunities
- Recruitment Strategy
- Retention Strategy
- Training Program

## **BACKGROUND / CONTEXT:**

In alignment with the City Council's 2023-2025 biennium goal to reestablish and expand the volunteer program, we have implemented several improvements. The City of Sandy benefits from an engaged and enthusiastic community, and volunteers have historically played an essential role in the success of many Parks and Recreation Department programs. Their contributions include meal delivery to homebound seniors, coaching for the Mt. Storm Youth Basketball program, and assisting with various city events. Volunteers significantly enhance the quality and efficiency of our programs, while helping us remain budget-conscious.

As the department continues to grow, it is increasingly important to have an efficient system that allows volunteers to easily access information and maintain clear communication with the department. Our recent changes are designed to address these needs.

## **KEY CONSIDERATIONS / ANALYSIS:**

After evaluating various volunteer management platforms, we selected Volunteer Local for the following reasons:

- Streamlined Process: Simplifies volunteer sign-up and management.
- Online Presence: Provides an accessible, user-friendly online platform.
- Ease of Navigation: Ensures volunteers can quickly find and use the system.
- Data Tracking: Enables us to monitor volunteer engagement and contributions.
- Communication Tool: Facilitates open and clear communication between staff and volunteers.
- Budget Considerations: Offers an affordable solution within our existing budget constraints.

**BUDGET IMPACT:**

The annual subscription cost for Volunteer Local is \$1,250, which is shared between the Recreation and Senior Services departments. This expense has been incorporated into the department's current biennium budget.

**LIST OF ATTACHMENTS / EXHIBITS:**