

Guide to Employer Supported Volunteering



Despite the mass adoption of Corporate Social Responsibility policies, some companies are overlooking their best assets: their employees.

Employer supported volunteering (ESV) is when an employee's volunteering is actively supported by their employer and takes place during working hours (as opposed to in the volunteer's personal time).

ESV has many benefits for the local community. In addition to gaining access to volunteers that can carry out major tasks, ESV also provides

- Harness new skills, knowledge and energy,
- Foster long-term relationships with the public/private sectors
- Raise their profile.

ESV can also benefit the employees (and ultimately the businesses) involved. It can lead to

- Improved leadership skills
- A better understanding of how to respond to challenges
- A more inclusive and cohesive team
- New perspectives



42% of employees said they would be more likely to get involved if someone asked them directly. So what opportunities are available?

- Painting and decorating
- Planting/gardening
- Art projects for public/play areas
- Setting up a fundraising event
- Football matches
- Clothes/books collection drives
- Pub quiz
- Sports coaching
- Teaching
- Cook lunch for a group
- Fun day outs
- Tea parties for elderly
- Creating bi-lingual books with children
- IT classes/workshops
- Website building
- Graphic design
- Trusteeship/committee work
- Strategizing (marketing/IT...)

“The employees gain a lot of satisfaction from the work. It improves teamwork and morale within the company.” - Travel Inn

When you think of Hammersmith and Fulham, you normally think of the BBC, Premier League football clubs and the Hammersmith Apollo. What you might not know is that Hammersmith and Fulham also has significant pockets of deprivation. This is where you can help.

Hammersmith and Fulham Volunteer Centre has over 10 years of experience and expertise to help you get started with activities that support the communities that need it most.

Among the clients that we have worked with are:

- Disney
- L'Oreal
- Coca Cola
- Starwood Group
- Lexis Nexis
- Starbucks
- Harper Collins
- Bet Fair
- Hammersmith and Fulham Council
- Brent Council
- Department of Works and Pensions
- Express by Holiday Inn



As your dedicated broker, we can provide:

- Time- We will manage the delivery from start to finish.
- Experience- We have expert staff that will support you with the process.
- Local Understanding- We will put you in touch with our established community networks.

Our services include

- An initial meeting to analyse your specific needs and objectives
- Matching your requirements with volunteer challenges.
- A full health and safety assessment of the site and activity.
- Sourcing and budgeting of materials.
- A pre-event information pack that includes clearly defined tasks, objectives, venue map, what is expected, etc.
- An induction and ongoing support at the challenge.
- A tailored report that provides an evaluation of the challenge from the perspective of both your employees and the community organisation.
- A press release and photos.

We also offer

- Invitations to special events.
- Presentations on employer supported volunteering on request.
- A range of training on request (E.g. trustee training)
- Access to our database of volunteering opportunities.

Questions to Ask Before You Get Started

The more you involve team participants in the planning stages, the more commitment you will have throughout the volunteering activity. Use the questions below to determine the team's objectives and who will lead the team, as well as to get a rough idea of the type of activity they want to do and the type of organisation they want to work with.

What are your objectives? <i>E.g. increasing staff morale, team building or developing skills within a group of colleagues</i>	
What type of charity do you want to work with? <i>E.g. homelessness / refugees / children</i>	
What activities do you want to do? What skills do you have that you can share? <i>Refer to page 1.2 for ideas.</i>	
Who will be the named team leader? <i>She/he will be the main contact to deliver communication within the team and to the challenge organisers.</i>	

Getting Started

The cost for challenges depends on the number of employees. It is

- £1700 for up to 15 employees.
- £2500 for between 15 - 30 employees.
- £3500 for between 30 - 60 employees.
- Minimum £4000 for 60+ employees.

For further information about how your company can get involved, contact Doreen/Celia by calling 020 8741 9876 or emailing doreen@hfvc.org.uk / celia@hfvc.org.uk.

Alternatively you can visit www.hfvc.org.uk.