**MARK SHEET: PROMOTE VOLUNTEERING WITHIN YOUR ORGANISATION AND TO VOLUNTEERS**

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| Centre Number: | Centre Name:  |
| Learner Registration No: | 1. Learner named below confirms authenticity of submission.
2. ILM uses learners’ submissions – on an anonymous basis – for assessment standardisation. By submitting, I agree that ILM may use this script on condition that all information which may identify me is removed.

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| **Criteria** | **Strengths** | **Areas for Improvement** | **Assr****mark** | **QA mark** |
| **Understand the need to promote volunteering*** Identify the types of people who volunteer.
* Define the volunteer roles in the organisation.
* Describe the knowledge, skills and experience required of the volunteers.
* Identify the key motivations people have in volunteering.
* Describe the communication methods needed to access groups of potential volunteers.
 |  |  | / 40Marks(min 20) |  |
| **Be able to promote volunteering to key people in the organisation*** Identify the value volunteers make to the organisations goals.
* Communicate with internal stakeholders the role of volunteers in the organisation.
 |  |  | / 30 marks(min 15) |  |
| **Be able to help people in the organisation support volunteers*** Identify people’s attitudes to volunteering.
* Explain how to help individuals to support volunteers and their contribution to the organisation.
* Communicate these in the organisation.
 |  |  | / 30 marks(min 15) |  |
| **Assessor’s decision** | **Quality assurance use** |
| **Total marks** | **Outcome*****(circle as applicable)*** | **Total marks** | **Outcome*****(circle as applicable)*** |
| **Total 50 + overall, AND minimum in each section** | **PASS/referral** | **Total 50 + overall, AND minimum in each section** | **PASS/referral** |
| **Section referral if applicable:** | **Date of IQA check:** |
| **Name of assessor:** | **Name of IQA:** |
| **Assessor signature and date:** | **IQA signature:** |
| **ILM EV signature:** | **Date externally verified (where applicable):** |