



RED CROSS

143

VOLUNTEERS GUIDE ON HOW TO USE THE TOOLKITS



**V O L U N T E E R S
T O O L K I T**

VOLUNTEERS GUIDE ON HOW TO USE THE TOOLKITS

Our volunteers are continuously giving their time and efforts to the organization in service to their fellow Filipinos. Relative to this, **the volunteers need to be equipped with ample amount of knowledge and skills to further the development in their voluntary service.** One way of doing so is through the toolkit approach. Why? It allows the volunteers to choose a topic according to their priorities and needs, which is relevant to their community. It contains "recipes" that are visual and action oriented, easy to understand and practice.



THE **STEP-BY-STEP** A P P R O A C H

1. *Plan a VISIT to the COMMUNITY.*

2. *MAKE a COURTESY CALL to the barangay official or the municipality head of the chosen community.*



3. ASSESS the ENVIRONMENT and PEOPLE (i.e. lifestyle, common type of occupation, and economic status) living in the community by going door-to-door knocking and conducting one-on-ones survey.



Survey: ☒
Excellent: ☐
Good: ☐
Fair: ☐
Poor: ☐

4. IDENTIFY the top-most CONCERN or need of the COMMUNITY.



5. ORGANIZE a TEAM
for toolkit information
dissemination.

A person who has **TIME**,
ENERGY, **PASSION** and
who possess a can-do
attitude is a potential
active member. You can also **INVITE**
VOLUNTEERS or other members of the
identified barangay.



6. DISCUSS interactively the **INFORMATION**
from the selected toolkit **WITH THE TEAM**.
MAKE an **OPEN FORUM** to ensure good
understanding among the participants.



7. WRITE and RECORD
the **QUESTIONS** or
CONCERNS raised in
regards to the
topic of the toolkit.



8. WORK WITH YOUR TEAM

to develop
plan and
the steps
activities
you can
your community.



an action
to follow
of the
that
do to





9. Ask and ENCOURAGE OTHER members of the community TO GET INVOLVED.
Build a base of support in the community.



10. MEET with your team to REVIEW what you have ACCOMPLISHED and the PROGRESS of the implemented activities to see what went right or wrong and EVALUATE the IMPACT it has contributed to your COMMUNITY.



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