

# Engaging New Members



2016 National Association of  
Housing Cooperatives  
Annual Conference

## Description

Engaging new and existing members of your co-op is not an easy task. This class will show you some tried and true methods for engaging members, increasing morale, and strengthening the feeling of ownership within your co-op community. With a strong membership comes a more efficient and productive co-op.

## Why do you need volunteers?

1. Volunteerism increases member engagement, morale, and the feeling of ownership within a community while getting things done at the same time.
2. Many issues in most co-ops can be improved or completely remedied with increased volunteerism.

# How to get more volunteers

## Evaluate your current volunteer situation:

1. Do the members of your co-op volunteer? Why or why not?
2. What are your volunteers good at? What are they not good at?
3. What is the morale of the co-op?
4. What do the people want?

# How to get more volunteers

## **Advertise for more volunteers:**

1. Talk about it at meetings
2. Put out interest finders
3. Post a signup sheet for different positions and committees
4. Post a calendar of events
5. Put on a volunteer fair or new member orientation
6. Simply ask

## Barton Towers Co-op Interest Finder

- Activities** – Help to plan special events for members, such as holiday parties and parties such as "Opening Day."
- Bingo and Cards** - Everyone enjoys these activities.
- Boutique** – If you enjoy sales, this committee will interest you. Purchasing and selling items that benefit house funds is the primary function of this committee.
- Bylaws** - Assist in designing the rules and regulations that will govern your co-op. Be part of the group that develops your coop's bylaws and house rules.
- Décor** - Help to choose the colors and fabrics that are presented to the membership for approval. Help to decorate first floor common areas for holidays and special events.
- Education** - Sponsor activities for members that promote the co-op principle of "continuing education" and attend education meetings in other sister co-ops.
- Elections** - Be a part of the group that oversees and reviews the nomination and election procedures in your co-op.
- Finance** - The co-op, like any business, needs people to help manage its money. Put your solid skills to work reviewing reports of operating expenses, house funds and planning annual operating budget.
- Grounds** - The outside of the co-op needs your help, plan for snow removal in the winter, flowers and lawn service in the summer.
- Kitchen** - Assist your co-op's kitchen committee to provide social activities which will add to the enjoyment of the members.
- Leasing** - Be the first to meet new members when they come for interviews. Help to take applications and maintain the Waiting List. Introduce new members to the co-op system and to the building.
- Library** - Enjoy our bi-lingual collection of books and magazines. Sign-up to learn how to use the computer and access the internet.
- Parking** - Help the co-op provide safe, accessible parking for the building by joining this committee. Allocate parking spaces and handle problems if they arise.
- Van** - Plan the calendar for van trips. Keep on top of maintenance of the van.

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**Name**

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**Apt #**

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**Phone #**

## How to get more volunteers

### **Explain the benefits of volunteering:**

1. Make new friends
2. Learn new skills
3. Add experience to resume
4. Build network of colleagues
5. Keep busy and stay active
6. Make a difference
7. Gives a sense of meaning and purpose

## How to get more volunteers

### **Give them the nuts a bolts of what needs to get done:**

1. What are you asking them to do?
2. How much time will it take per day, week, month, year?
3. How will they be supported and by who?
4. How will it make a difference?



# How to motivate/supervise/train/keep volunteers:

1. Show them that they are appreciated
2. Treat them with respect
3. Make them comfortable and encourage them
4. Show enthusiasm
5. Have a good time
6. Give them the support that they need
7. Don't overload/overwork them
8. Ask for their input, don't just tell volunteers what to do

# **Elected volunteer positions that our resident members hold:**

CSI Board Members

President

Vice President

Secretary

Treasurer

Congress Delegates

Floor Representatives & Alternates

Building Representatives & Alternates

## **Volunteer committees available for resident members of CSI:**

- Fire Safety
- Education
- Showcase
- Sunshine
- Apartment Inspection
- Elections
- Legislative Action
- Leasing
- Finance
- Parking
- Grounds
- Fund Raising
- Activities
- Maintenance

**NEVER TURN DOWN A VOLUNTEER!**

## Smaller ways that our volunteers get involved:

- Water plants
- Run card games
- Setting up for a party
- Wrap silverware
- Deliver floor reps mail
- Take pictures at events
- Organize the library
- Run 50/50 raffle
- Vacuum the halls
- Clean up after a party
- Making copies
- Pass out fliers

**NEVER TURN DOWN A VOLUNTEER!**

## Brief Recap

- It is important to know what volunteer opportunities your co-op has.
- Promoting these opportunities is key to recruiting volunteers. (i.e. Interest finders, bulletin boards or at meetings)
- Keeping a positive attitude will help attract those unsure of volunteering. (Providing a realistic outlook on the position)



# A message for you!

