[LOGO]

**VOLUNTEER SURVEY**

Thank you for all of your hard work! This year was a huge success, and we couldn't have done it without you!

We are looking to make the volunteer experience with us even better in the upcoming years, so here is your chance to let us know what you thought and how we can make things better. Please take a few minutes to complete the questions below.

Thanks again,

[Volunteer department’s staff names]

1) Did you attend an orientation session?

* Yes, I attended a session for returning volunteers
* Yes, I attended a session for new volunteers
* No, I did not attend a session

1a) As a returning volunteer/brand new volunteer to [organization’s name] this year, was there anything missing from the Orientation Session (i.e. something that you felt was not clear or something that was skipped over completely)? Please feel free to add your suggestions below:

2) This year I completed most of my shifts:

* [Add different options – i.e. in a particular venue off-site, in the office, on the street, etc.)]
* Off-site
* In the office

3) Please let us know how you felt about the on-site training you received from your supervisor on shift:

* I never received on-site training
* On-site training was not useful on shift (topics covered were not helpful)
* On-site training was OK (I could have used some more training to feel prepared)
* I felt fully prepared and comfortable on my shift after on-site training

4) We continue to work on our online scheduling system each year and would love to hear your suggestions on how to make it better. What would you change about the design, functionality or content of it?

5) How often would you like to receive communication from the volunteer office?

* Daily (shortest in length)
* 2-3 emails per week (mid length)
* One email per week (longest in length)

6) Which way do you prefer to receive communication from the volunteer office?

* Email/Newsletter Updates
* Facebook and/or Twitter
* Message and Alerts panel

7) What would you like to see in festival/event communication from the volunteer office?

8) Did you attend our Volunteer & Staff Appreciation Party this year?

* Yes, I attended the party
* No, I did not attend the party

8a) [If YES is selected] What are your thoughts on the location, timing and food served at the party?

9) What advice would you like to share with brand new volunteers to the [organization’s name] volunteer program?

10) If you were the Executive Director of our organization, what would you add to the organization or volunteer program?

Your feedback is valuable to us, thank you for taking the time to let us know about your experience!

If you want to have a longer conversation about anything, please email us at [organization email] or give us a call at [organization phone number].

Thank you for your dedication to our volunteer program. Hope to see you next year!