



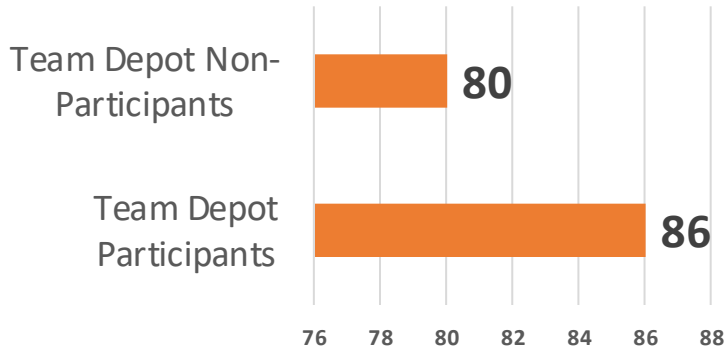
# Recruiting First-Time Volunteers

April 4, 2021

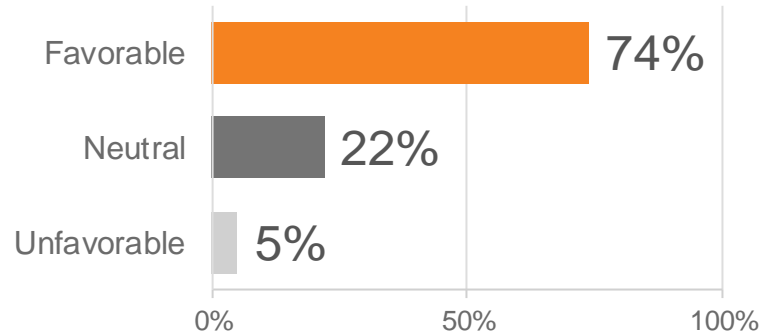


# Why IT matters: Team Depot and the ACI

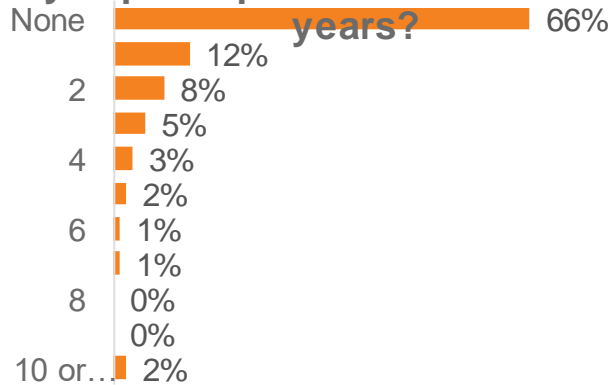
## Overall Team Depot Result on ACI



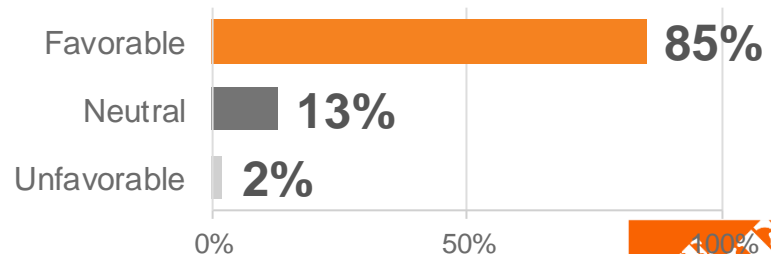
## I am interested in giving back to my community by volunteering with Team Depot.



## How many Team Depot events have you participated in within the last 3 years?



## THD's commitment to improving the homes and lives of U.S. military veterans and their families through Team Depot is important to me.



# Program and Recruitment Tools

- Team Depot Toolbox – [THD.co/TeamDepot](http://THD.co/TeamDepot)
  - Volunteer Sign-Up Sheet
  - Volunteer Waiver
  - Community Captain Directory
  - Nonprofit Resource Guide
  - Team Depot Recruitment Kit
  - Store Sponsored Projects Link
  - Project Playbook and more!



# Team Depot Volunteer Sign-Up Sheet



Volunteer Associates will be participating in the following project(s):

## Volunteer Sign-up Sheet

Store Number: \_\_\_\_\_

Address:

District Number: \_\_\_\_\_

Team Depot Captain: \_\_\_\_\_

Date:

Team Depot Captain's Phone No. \_\_\_\_\_

Time:

Associate-Volunteer Name, Email or Phone Number	T-shirt Size? <i>(if needed)</i>	Interested in Leading a Task or Do You Have a Special Skill?	Are you a Veteran?
1.	S M L XL 2XL 3XL		<input type="checkbox"/> Yes <input type="checkbox"/> No
2.	S M L XL 2XL 3XL		<input type="checkbox"/> Yes <input type="checkbox"/> No



# Team Depot Volunteer Waiver

## Volunteer Participation Agreement Form

Grant Number: \_\_\_\_\_  
Project Date: \_\_\_\_\_  
Project: \_\_\_\_\_  
Nonprofit: \_\_\_\_\_



In consideration of my being allowed to participate in the voluntary community service events sponsored by The Home Depot, I, the undersigned, for myself, my heirs, and assigns hereby release and discharge THDF II, Inc. d/b/a The Home Depot Foundation, The Home Depot, Inc., and their affiliates, subsidiaries, directors, officers, employees, associates, and agents (collectively "The Home Depot") and any participating organizations, from any claims for damages or injury I may incur resulting from my participation in the voluntary community service events. I understand that my participation involves risk and that injury or illness may result directly or indirectly from my participation. I further state that I am in proper condition for participating in these events. I agree to abide by the rules established by The Home Depot relative to health and safety requirements. Finally, I grant The Home Depot full and complete permission to use in legitimate promotions of the project photographs of me and quotations from me.

By signing this agreement, I am applying to perform certain volunteer services related to the above referenced project. I acknowledge that my participation is complete voluntary on my part and is being undertaken without promise or expectation of compensation. I further acknowledge that I will provide volunteer services only at times that are convenient to me. I will provide no services related to my regular and usual job duties for The Home Depot, nor will I provide such volunteer services at any time during which I am assigned to perform regular work for The Home Depot.

I understand I shall ONLY perform the services assigned to me by my Team Depot Captain. In the event that a homeowner, facility representative, or nonprofit organization requests me to perform a service that has not been assigned to me by my Team Depot Captain, I will first verify such request with my Team Depot Captain before performing such service.

**PLEASE PRINT CLEARLY**

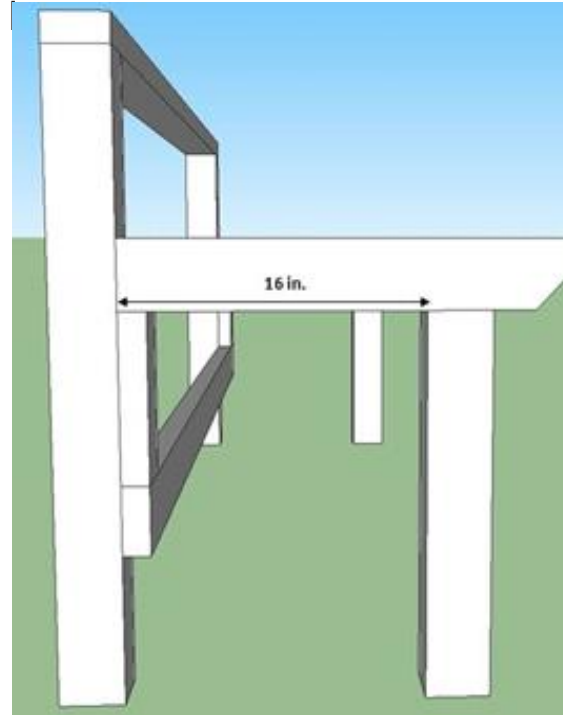
DISTRICT	STORE	VOLUNTEER NAME	SIGNATURE	EMERGENCY CONTACT INFO	FIRST TIME VOLUNTEER?
					<input type="checkbox"/> YES <input type="checkbox"/> NO
					<input type="checkbox"/> YES <input type="checkbox"/> NO
					<input type="checkbox"/> YES <input type="checkbox"/> NO
					<input type="checkbox"/> YES <input type="checkbox"/> NO
					<input type="checkbox"/> YES <input type="checkbox"/> NO
					<input type="checkbox"/> YES <input type="checkbox"/> NO



# Project Playbook



Step 5 – Install the (2) 4x4x19 1/2" front legs underneath the armrests by using (2) 60D nails through the armrests. Leave 16" between the front and back



## Master Shopping List

Product	Total
Miter Saw	1
Pencil	3
Tape Measure	5
Safety Glasses	5
Carpenter's Square	1
Drill	2
Screwdriver Bit	4
1/4" Long Drill Bit	2
2x2x8ft	102
2x4x8ft	65
4x4x8ft	14
2 1/2in Deck Screws (lbs)	1
3/8 x 3 1/2in Galvanized Carriage Bolts	5
3/8in Galvanized Washers	4
3/8in Galvanized Nuts	6



# Key Elements for Recruiting



- Communication
  - How can you market Team Depot within your store to first-time volunteers and new hires?
- Excitement
  - How do you create a buzz, captivate them with your message and build even more excitement into the project?
- Experience
  - How well was the project planned, and was the volunteer experience catalyzing for future participation?



# Communication

- Get you leaders involved!
  - Living Our Values – Giving Back
  - What is the project? Why are we helping this nonprofit/individual?
  - Where to sign up, when do signups close, and **WE NEED YOU!**
- Breakroom Poster/Captain Calendar
- Leverage DSs
- Recruit new hires and that 60% of associates who haven't been out!  
**#CHOOSETOSERVE**
- Inspire your teams and show how everyone can participate in Team Depot





# Excitement



- Raffle for THD Swag
- Make appealing sign up sheet/poster
- Showcase some of your store's/district/region's former projects with amazing outcomes
- Keep it short and sweet with great pictures & quotes from your store's associates
- Your store's Chef can show off some home cooking at the project



# Experience

- Create the premier Team Depot experience!
- Ensure the project is volunteer ready
  - Adequate materials in place
  - Clear instructions for tasks
  - Project leads (if applicable)
  - **1 – 2 hour time frame for completion**
- Share the WHY!
  - Take a moment to connect volunteers to the purpose of the project
  - Project beginning or end, have testimonial or story/pics to bring home to volunteers



# Experience



- Hospitality goes a long way!
  - Associates volunteer on their days off, so make it worth their while!
  - Be sure to have water, an adequate amount of PPE, snacks or food available when possible
  - Easy accessibility to restrooms
- Designate a Social Media Ambassador!
  - Assign a Team Depot rep to take pictures and share on Social Media @TeamDepot
  - Take before and after pics
  - Chat! [@TeamDepotPR@homedepot.com](https://www.homedepot.com/TeamDepotPR)



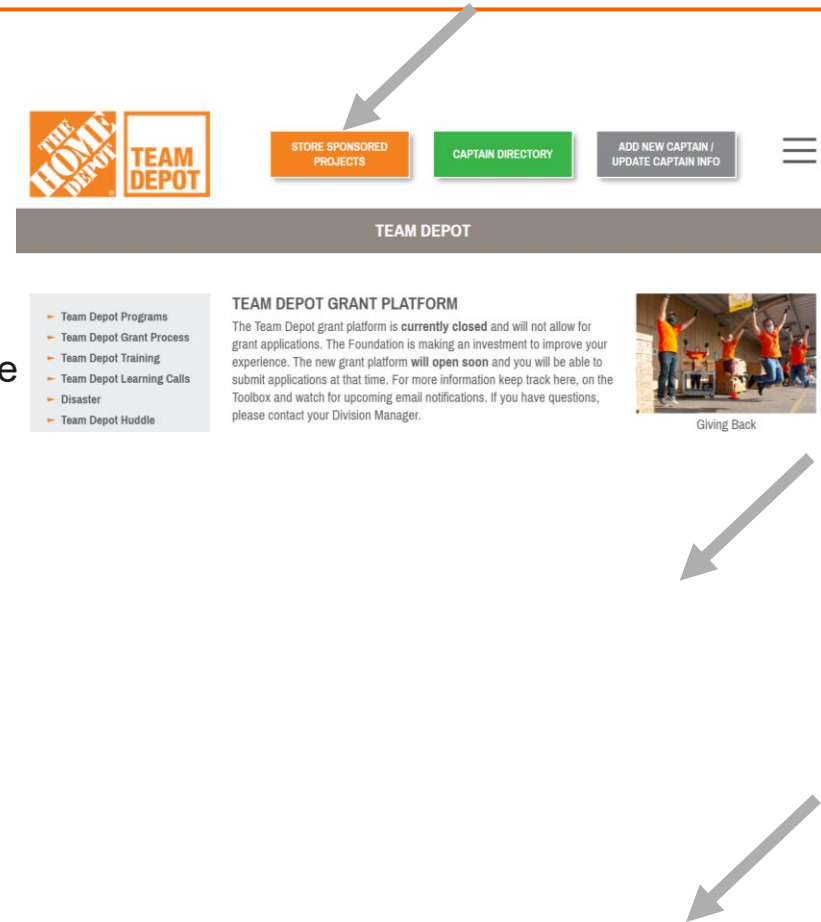
# Additional Ideas

- Allow volunteers to sign up in shifts
- Find out what your associates are passionate about
- Recognize first time volunteers in your store!
  - Create a Team Depot #TeamDepot board with pics and projects OR simple name recognition at staff meeting and have them share their positive experience; others will be influenced by their positive impact



# Store Sponsored Projects

- Link is located on Team Depot Toolbox – [thd.co/TeamDepot](http://thd.co/TeamDepot)
- Eligibility questions qualify your project before submission
  - If not it does not qualify, it's not considered Store Sponsored and you won't be able to submit the project
- Include projects that:
  - Take place off-site
  - Not part of normal job
  - Required no THDF funding
  - Has minimum of 5 Team Depot volunteers
- Projects count towards regional goals
  - Reflected on Team Depot reports



# General Reminders

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- Find your Community Captain here: [Community Captain Directory](#)
- Complete your Store Sponsored Projects Link
  - Link on Toolbox: [thd.co/teamdepot](http://thd.co/teamdepot)
  - Give your team credit for ALL their great work!
  - Info will be recorded for monthly Team Depot reports
- Shout out your successes and interact with @TeamDepot, #TeamDepot on Social Media
  - Work with your nonprofit partners to share across their social media channels to enhance experience
- Team Depot Toolbox: [thd.co/teamdepot](http://thd.co/teamdepot)



# Q&A / Best Practices



- What are some of the best practices you all have heard?
- Are there any specific challenges you are facing as it relates to recruiting first-time volunteers?
- How do you engage new associates and at the same time inspire seasoned members of your team to keep giving back?
- What can The Home Depot Foundation and Team Depot do for you?

