



Finding and Keeping leaders for a Foróige Volunteer led Club



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Introduction

The most effective way of **finding** new leaders is for current leaders to ask other people. It's very simple: People are more likely to say yes when asked directly by someone they know and trust. Leaders make the difference. It's a great role. Ask the best people to join you.

The most effective way of **keeping** leaders is for them to feel they have a real role in the club. That happens when the current leaders support them to learn the role and become an equal part of the team of leaders.

Profile of Foróige Leaders

New Foróige leaders are:

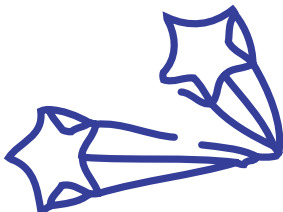
- Parents
- Students
- Retirees
- Past members of Foróige
- Community focused adults
- All ages, but often in their 40s
- From all backgrounds, nationalities and ethnicities

They tell us they get involved:

- To do something good for young people or the community
- To have a club their own children can attend
- Because someone asked them
- For experience for their career

Succession planning

Aim to recruit some new leaders at least every two years so that the club continues if the current leaders retire.



BELIEVING IN
A BRIGHTER 
FUTURE
FOR IRELAND'S
YOUNG PEOPLE

To *give* to Foróige
is to change a
young person's life
for the better.



Remember that the happiest people are not those getting more, but those giving more.

H. Jackson Brown Jr.

Foróige's community search tool

A step by step method of identifying potential leaders in your area.

Identifying and Asking

1. Identify the skills and strengths of current leaders.

[See template on Page 8](#)

Identify the skills and strengths the current leaders already have

2. What are we looking for a new leader to do?

[Read the description for a leader. See page 11](#)

Think about gaps you have

New activities or programmes you want to introduce

The balance of male and female leaders

Short or long term roles

Do we want someone ongoing as a general leader - or for a short term project such as a talent show, sports tournament or cookery programme?

What are the main things the new leader will be doing while they are here?

Do you want an all-purpose leader or someone for a specific role such as the online club management system, refereeing games, supporting the club treasurer, or leading a citizenship project?

Remember that if you don't have a real role with practical things for the new leaders to do, they are likely to drop out.

3. What will we tell potential leaders?

What the club is about.

How much the members enjoy and benefit from it.

Upcoming or typical club activities and events.

Club meeting day and time.

Support, training and social opportunities for the leaders.

4. Identify a list of people to ask.

Fourth Column of the template

Mentally go around each road or estate, house by house thinking about whom each of you know there. Name by name consider would s/he be a good leader.

Consider parents, students doing relevant courses, retirees, new arrivals in the community, past members and leaders.

Remember a leader can be 18 to any age. A mixture is good.

How will the new person fit with the existing team of leaders?

They must meet these standards:

- Willing to share authority and responsibility with young people
- Committed to the development of young people and the community
- Willing to accept and uphold proper standards in the club
- Physically, mentally and emotionally competent to meet needs of young people
- Open to learning

5. Who is going to ask them?

Last column on the template

Who is the best person to ask each name on the list? People respond best to those they know and trust

Foróige helps young people:

- Make friends and have fun in a safe environment
- Build self-belief, 21st century skills and a sense of community
- Take responsibility for their actions
- Develop their views beliefs and values

How to ask them – Make a good first impression.

- Describe the good things you get out of being a leader
- Tell them why you think they would be a good leader
- Tell them of supports available such as training, other leaders and Foróige staff
- Inspire them with stories of how members are benefiting from the club
- Tell them about Foróige or guide them through our website
- Listen to their concerns and answer their questions

Don't apologise. Be enthusiastic.

Invite potential volunteers to visit the club once, under supervision of a current leader. During the visit have some members to tell them about the club and thank them for coming

6. When they say yes...

Give them the Foróige volunteer application & the Garda vetting invitation, and tell the staff about them. By arrangement with staff view and copy the appropriate identify documents. Sign and date the copies and post to the staff.

Give their contact details to the Foróige staff person/RYO

Arrange for them to attend upcoming "Starting Out" and child protection training

No one can become leader until the RYO has confirmed their Garda vetting has been completed successfully and has checked references. The RYO will tell the Club Leader when this is finished.

7. Before they start . . .

Appoint a leader from the club to look after them using the "Welcome to the club" and "Introducing new leaders to the club" leaflets.

Notes on Recruiting Male Volunteers

Partner with other groups with lots of males such as a local company or sports team

Invite males to do short term activity based roles

Get male leaders to approach other males

Tell them how much boys need male role models

Maybe start by involving males in short volunteer roles - e.g. for a big trip or sports day and ask them back for something else

Males join more easily if others are already there or by joining with a male friend

Tell them that we have hundreds of male leaders in clubs, so they will have male company.



Recruiting new Leaders for a Club / group or café

Skills and strengths our leaders have	What roles we have for new leaders	What will we tell potential leaders about our club



Recruiting new Leaders for a Club / group or café

Names of people to ask	Who knows them or should ask them and by when



The point at which things happen is a decision. Instead of focusing on yourself, focus on how you can help someone else.

Germany Kent

Role Description

Leader in _____ Club

How This Role Makes a Difference

Foróige is about youth development. As a leader in this club you will have the joy of positively influencing young people's lives. It's fun, challenging and different every week.

Days and Times _____

Commitment Required

Leaders who come weekly get most out of it. Clubs usually follow the school year once a week for about ninety minutes.

You will be Part of a Team of Leaders Doing the Following Tasks:

1. Getting to know the young people and developing respectful relationships with them
2. Supporting the young people to participate in the club
3. Agreeing a set of rules with the young people
4. Involving them in choosing, planning and implementing activities; "learning by doing"
5. Attending occasional meetings with other leaders
6. Getting parental permission and keeping contact with parents as needed
7. Accompanying young people to interclub events
8. Following Foróige policies and procedures including for child safeguarding

Qualifications, Qualities and /or Skills Needed

Foróige provides training. Patience, sense of humour and interest in youth development are good.

Supports for you

Training in youth work and child safeguarding

www.foroige.ie and our volunteer portal

Support from other leaders and staff

Policies, further training, good practice guidelines and insurance

Benefits for you

Get to know young people, other leaders and them you.

Develop leadership and facilitation skills.

Know that your participation is making a positive difference for young people.

To assure you of good standards, club volunteers complete application, reference checks, Garda vetting and training. Application does not guarantee acceptance.

Other ways of finding people to ask

1. Online recruitment

Advertise for leaders on Facebook, Twitter etc. Advertisements should offer the possibility of getting involved, as all volunteers must pass our selection process.

Post on a club or personal page and

“tag friends” who might make a good leader. You can also use Facebook ads or google ads. These cost but are not expensive. Use pictures and colour to make it attractive. Avoid close ups of young people, big groups are fine.

Sample online posts you can adapt:

Make a difference in your community- help Foróige by becoming an adult leader in our club for 13 to 18 year olds, meeting on Fridays from 8pm to 9.30pm in Contact:

YYYY Foróige club needs adult volunteers urgently. Without you it may close. It is great for our young people, and enjoyable for the adult leaders. Please contact...

Can you listen? Can you encourage? Can you make things happen? If you can do any of these you might make a good adult leader for ggggg Foróige club, which is for young people aged 12 to 18 in mmmm location. Contact:

After the person responds, a leader should contact them as soon as possible and arrange to meet them to discuss the volunteering opportunity.

2. Posters

Local shops, School parent’s associations, community centres, doctor’s surgeries, estate management committees, churches and other places of

Worship, third level colleges, cafés, hair and beauty salons, and anywhere else suitable adults might see them.

3. Groups to talk to

Talk to school parents associations, community development groups, or directly to young people in school. Communicate the excitement, activ-

ities interclub events, friendship and fun of the club.

4. Volunteer Centres

Volunteer Centres match individuals and groups interested in volunteering with appropriate volunteering opportunities. You can find a list of volunteer centres here: [https://](https://www.volunteer.ie/about-us/vcs-and-viss/)

www.volunteer.ie/about-us/vcs-and-viss/.

A club can advertise with their local volunteer centre for free.

5. Local papers

Write articles and send pictures to local papers and newsletters for print and online editions. Involve your club Communications Officer.

Good publicity attracts volunteers. Pay for ads seeking volunteers if you need to.

6. Current members turning 18

Encourage those you think suitable to take on age appropriate responsibly as older members. This may be part of a preparation for leadership programme in the club. It could include:

- Being on the club committee
- Leading games or other activities
- Mentoring new club members
- Chairing a sub committee
- Attending a District Council meeting
- Doing Foróige's leadership for Life programme
- Silver Gaisce award (a leader would need to train as a PAL)
- Attending Citizenship Programme training
- Being on a district older members committee

When the members turn 18, invite them to get Garda vetted and apply to be a leader. Appoint an experienced leader to be a mentor for them.

If there is a Foróige Juniors, it may be better if they become a leader there so that there is a bigger age difference between them and the members.

Note:

All potential leaders, including members turning 18, go through the standard recruitment and selection process which may, or may not, result in them being accepted as a leader.

Settling and keeping new leaders

For more see the leaflet “Introducing a new leader to the club”

Prepare them before their first night

1. Explain your support role and thank them
2. Talk them through the “Welcome to the Club” leaflet
3. Arrange to meet them before the members arrive
4. Tell them young people will tell them about the club
5. Answer questions and reassure.

On the First Night

- Introductions to other leaders
- Get the chairperson to welcome the new leader and show them around
- Give a copy of the club rules. Initially they can bring behaviour concerns to the other leaders’ attention
- Show the Child Safeguarding Statement
- At the end of the night check how they felt they got on
- Offer praise for what they did well and thank them

Over the first 2 months

Continue support and encouragement and get them to try the normal tasks of being a leader.

Enable them to use particular skills or interests they have.

Keeping Volunteers:

- Show your appreciation
- tell them how they are making a difference
- address problems they may have
- make them part of the leader team
- be positive about the club
- ask for their suggestions
- help them find an enjoyable role.

GET
INVOLVED



The best way to find yourself is to lose yourself in the service of others.

Mahatma Gandhi



www.foroige.ie

