



Delta Gamma  
1873

**VOLUNTEER APPRECIATION WEEK**  
*Toolkit*

2024

# About this Toolkit

This toolkit includes ideas for alumnae volunteers to recognize and show gratitude to the volunteers who dedicate their time and talents to supporting Delta Gamma.

## NATIONAL VOLUNTEER APPRECIATION WEEK | APRIL 21-27, 2024

National Volunteer Week was established in 1974 and is an opportunity for all organizations to express appreciation for the time and talent volunteers give to their causes. Each year, we recognize and thank volunteers who lend their time, talent and voice to make a difference in our organization. Doing good comes in many forms, and we recognize and celebrate them all.

## How to Look Up Volunteers

Thousands of volunteers dedicate their time and efforts each year at different levels within the organization. There is a possibility that you do not know all of the volunteers who work to support the organization. Volunteering has a direct impact on the lives of our members and Delta Gamma would not be the thriving organization it is today without our volunteers, so it is important to recognize and appreciate them. All volunteers can be found in [Anchorbase](#).

### REGIONAL VOLUNTEERS AND LEADERSHIP

- Visit **Roster > Reports > Regional Team Roster** to find Fraternity and Foundation Leadership, including Fraternity Council, Foundation Board of Trustees, Fraternity and Foundation Directors, Regional Teams and all other volunteer Leadership positions.

### LOCAL VOLUNTEERS

- Visit **Roster > Reports > Adviser Roster** to find volunteers who support chapters on a local level through various adviser roles.
- Visit **Roster > Reports > House Corporation Officers** to find volunteers who support house corporations on a local level.
- Visit **Roster > Reports > Officer Roster** to find volunteers who support alumnae groups on a local level through various roles.

*If you need help finding contact information for volunteers, contact your Regional Director or [Lauren Utley](#), assistant director for training and volunteer management at Executive Offices.*

## TOOLKIT CONTENTS

ABOUT THIS TOOLKIT .....	2
HOW TO LOOK UP VOLUNTEERS .....	2
RECOGNITION & APPRECIATION IDEAS .....	3
EMAIL MESSAGE TEMPLATE .....	4
TEMPLATES .....	4



## **Recognition & Appreciation Ideas**

Think about a time when you felt appreciated. Do you still have the note someone wrote, the gift you received or remember the time someone spent with you? What makes each of us feel appreciated may be different from someone else. As you plan out your volunteer appreciation, think about your volunteers and what would appeal to them: words, gifts or time. We know that gifts may not be financially possible, so we've developed some suggestions that are nearly no cost below.

### **APPRECIATION IS NEVER OUT OF STYLE.**

Consider the following times to incorporate volunteer appreciation:

- At a meeting or event when all volunteers are in attendance
- Founders Day celebrations
- Their birthday
- The anniversary of their Delta Gamma Initiation
- At the end of their term

### **SEND “THANK YOU” NOTES AND MESSAGES.**

Thoughtful words of appreciation are always treasured. Volunteers are known to keep and re-read letters from time to time.

- Send a heartfelt, handwritten note with personal details about how a volunteer has made an impact.
- Send letters of thanks to both the volunteer and their family – make sure the family knows how much the group appreciates the time they have spent away from home.
- Tag them in an appropriate, meaningful social media post. Also share it with the Fraternity accounts!

### **SPEND TIME TOGETHER.**

Invitations to catch up over coffee or spend time with other members are another volunteer favorite. One of the many reasons alumnae volunteer is for the friendships and connections created.

- Schedule a virtual volunteer appreciation event for the board.
- Have a virtual coffee date with a volunteer to thank them for their service.
- Dedicate an event to volunteers.
- Create a named award in honor of a special volunteer.
- Nominate a volunteer for an alumnae Panhellenic award.

Executive Offices would love to see how you celebrate your volunteers throughout the year! Share your photos with us by tagging Fraternity social media accounts or submitting them to [photos@deltagamma.org](mailto:photos@deltagamma.org).

# Email Message Template

## THANK YOU EMAIL

Dear [Volunteer Name],

Happy Volunteer Appreciation Week!

I wanted to reach out to express my gratitude and thankfulness for all you do as a volunteer. Our team is stronger because you \_\_\_\_\_.

I am inspired by your lifelong commitment to our Fraternity. I am truly grateful for all you do and to call you my sister.

In the Bonds,  
[Your Name]

# Templates

Use the below social media, email graphics and thank you card templates (or create your own!) to recognize and show your appreciation for Delta Gamma volunteers. All templates can be found in the Volunteer Appreciation Week Toolkit in the [Delta Gamma library](#).

## EMAIL HEADER (1920 X 491 PIXELS)



save the date  
**VOLUNTEER APPRECIATION WEEK**  
April 16-22, 2023



## FACEBOOK



happy  
**VOLUNTEER APPRECIATION**  
week



## INSTAGRAM (FEED)



## INSTAGRAM (STORY)



## THANK YOU CARDS



**BECAUSE  
THE PURSUIT  
OF DOING GOOD  
IS NEVER  
DONE.**



**THANK YOU**  
**DELTA GAMMA**  
*volunteers*