



How to Use this Kopy Kit

This Kopy Kit is designed as a resource for anyone teaching about volunteering or training organizations to work effectively with volunteers. Buyers of the first edition found many uses for the material:

- handouts for training workshops of all sorts and for classroom lectures
- inserts in newsletters, especially in-house pieces
- postings on bulletin boards

Some of the pages can be helpful in volunteer recruitment campaigns, especially for raising the consciousness of the public about the value of volunteer participation.

In this second edition we have updated the material to reflect new developments (such as “Virtual Volunteering”) and added a number of pages of special use for trainers. The last section has been fully revised to give you camera-ready forms and recognition materials.

Be creative in using this Kopy Kit. I hope you will find it successful in helping others to understand and value the scope of volunteerism.

—Susan J. Ellis

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