

Inspiring Employers

Five steps to setting up an employee governance volunteer scheme



Whether you want to promote governance as part of an existing employee volunteering scheme, or put up a poster in your staffroom, you'll be helping to make a difference to young people in your community. The five quick and easy steps below are a great place to start. If you want to take your volunteering scheme to the next level, see our [top tips for developing your governance scheme](#).

1

Register

Our website makes volunteering easy by allowing your staff to sign up, view vacancies in their area and express an interest. By registering your company at www.inspiringgovernance.org you will be able to access resources and aggregate reports that show how many of your employees are registered and placed as volunteers.

2

Put up a
poster

Download the Inspiring Governance staffroom [poster here](#) and add your contact details. We can also provide a variety of templates, tools and bespoke support. These include flyers, sample emails, case studies and guest speakers. To help get you started, take a look at our [resources for employers](#).

3

Generate
interest

You can use existing channels, such as your intranet or staff newsletter, to generate interest and explain why your business is working with Inspiring Governance to promote governance as volunteering opportunity and what the benefits are to staff. Encourage staff to visit www.inspiringgovernance.org/volunteers to find out more.

4

Follow up

Use existing internal communications channels (e-newsletters, intranet, noticeboards) to remind employees that they can sign up at www.inspiringgovernance.org at any time. Becoming a governor does require a time commitment and some people may need to think about it. Even when they are committed, busy schedules mean signing up can fall between the cracks. Ongoing reminders will help to increase your response rate.

5

Spread the
word

You're doing a great service for your community. Make sure people know by promoting it on your social media channels, website, annual report and instore information. Who knows, you may inspire others to do the same. See our [employer resources section](#) for ideas on what you can use in your own communication.

Need help? Our regional managers are available to support you in these areas, or you can contact our central office on 020 7566 4880 or email enquiries@inspiringgovernance.org