



HOW TO TURN **VOLUNTEERING INTO CAREER GROWTH**

The Volunteer's Career Toolkit



BEFORE WE START...

Whether you're looking to grow your skills, expand your network, or explore a new career path, volunteering is a powerful way to make progress while making an impact.

This toolkit is designed to help you find the right opportunities, track your contributions, and turn your volunteer work into a valuable asset for your career.

Wish you all the best.

Maria



Checklist for Finding Strategic Opportunities

Volunteering is the ultimate demonstration of leadership: giving your time and talents to something bigger than yourself.

Let us start with identify the best-fit volunteer roles to align with your career goals and personal values.

1

Define Your Goals

- Are you looking to build a specific skill? Eg.: leadership, project management, public speaking.
- Do you want to meet new professionals in your industry?
- Are you considering a career pivot and want experience in a new field?

2

Choose the Right Organization

- Look for causes or missions you're passionate about.
- Research nonprofits or groups related to your industry or interests.
- Use tools like LinkedIn, or local community boards.

3

Assess the Role's Fit

- Does this role offer opportunities to develop the skills you want?
- Will it challenge you enough to grow, but not overwhelm you?
- Does it provide visibility to decision-makers or thought leaders?



Volunteer Achievements Tracking Template

Volunteering isn't just about making a difference - it's about discovering what you're truly capable of.

Document your contributions and results for resumes, LinkedIn profile and interviews.

DATE	ORGANIZATION	ROLE	KEY RESPONSIBILITIES	ACHIEVEMENTS
MM/YYYY	Organization ABC	Event Coordinator	Logistics for annual gala	Raised \$10,000 in donations

Networking Tips for **Volunteer** Environments



Never miss out on an opportunity to network and build meaningful connections while giving back - your career will thank you!

Before the Event or Role

- Research who's involved in the organization. Are there board members, sponsors, or participants you'd like to meet?
- Prepare a concise introduction about yourself:
 - Example: *"Hi, I'm [Name]. I'm passionate about [cause], and I have a background in [industry]. I'm excited to contribute to [specific project or goal]."*

During the Event or Role

- Be proactive: offer to take on responsibilities or solve problems.
- Be approachable: smile, make eye contact, and actively engage with others.
- Ask open-ended questions:
 - "What inspired you to get involved with this organization?"
 - "What's been your experience volunteering here?"

After the Event or Role

- Follow up on LinkedIn or via email within 48 hours.
 - Example: *"It was so great meeting you at [event]! I'd love to stay in touch and learn more about your work in [industry]."*
- Keep the relationship warm by sharing relevant resources or sending updates about your own career journey.

READY TO TAKE YOUR CAREER TO THE **NEXT LEVEL?**

Book a free strategy call at
www.mariawandelstam.com

Executive Coaching for
professionals and teams



*I don't do cheerleading.
I help professionals get results by treating their career
and rebrand like a business strategy, not a hobby.*

:) Maria

FREE RESOURCE



TAKE THE LEAD **ADVOCATE FOR YOURSELF**

Your DIY Career Progression Toolkit

MARIA WANDELSTAM | EXECUTIVE COACHING