Garnet
Garnet Global Training Center

GGT-NP-107

Nonprofit, CSR & Social Development

Volunteer Management

إدارة المتطوعين

Duration	Language	Formats	Hours	Level
5 or 10 days	**English or Arabic**	**Classroom, online, in-house**	**35 / 70**	**Intermediate (management)**

Overview

This program treats Volunteer Management as a managed system: policies, roles, resources, performance indicators and continual improvement. Management and impact programs for charities, foundations and CSR teams. Choose 5 or 10 days, classroom or live online, English or Arabic; organisations can also run it in-house and adapt the examples to their own work.

What you will be able to do

- Set up and run Volunteer Management as a managed process with clear roles.
- Control risk, quality and compliance in this area.
- Lead improvement projects and measure their benefit.
- Report clearly to senior management and stakeholders.
- Manage contractors, suppliers and internal customers.

Who should attend

Nonprofit managers, CSR officers, program and grant managers. It suits supervisors, section heads and specialists who manage, or are about to manage, this area.

Key topics

- Strategy and governance
- Fundraising and grants
- Program design
- Monitoring and evaluation
- Volunteers and partnerships
- Impact reporting

Formats and fees

5-day classroom	**USD 4,750**
5-day online	**USD 2,950**
10-day classroom	**USD 8,950**
10-day online	**USD 5,450**
In-house	**Quotation per group**

Fees per participant, excluding VAT.

Register or ask

WhatsApp: +971 56 674 7382

Email: info@garnettrainings.com

Training: training@garnettrainings.com

Web: garnettrainings.com

Sharjah Publishing City Free Zone, Sharjah, UAE

Certificate

Participants who attend at least 90% of sessions and complete the final assessment receive a certificate of completion stating 35 contact hours (5-day) or 70 contact hours (10-day).

5-day outline

Day 1 Volunteer Management: the management framework

- Strategy and governance
- Group discussion and peer review

Day 2 Planning, resources and budgets

- Fundraising and grants
- Program design

Day 3 Performance measurement and control

- Monitoring and evaluation
- Measurement and reporting

Day 4 Risk, compliance and improvement

- Volunteers and partnerships
- Hands-on workshop on a workplace challenge

Day 5 Management case study and action plan

- Impact reporting
- Common mistakes and how to avoid them

10-day outline

Day 1 Volunteer Management: the management framework

- Strategy and governance
- Group discussion and peer review

Day 2 Planning, resources and budgets

- Fundraising and grants
- Program design

Day 3 Performance measurement and control

- Monitoring and evaluation
- Measurement and reporting

Day 4 Risk, compliance and improvement

- Volunteers and partnerships
- Hands-on workshop on a workplace challenge

Day 5 Management case study and action plan

- Impact reporting
- Common mistakes and how to avoid them

Day 6 Advanced techniques and specialist practice

- Complex cases in depth
- Regional and international case studies

Day 7 Digital tools, data and automation

- Analysis tools and software
- Using AI in this field

Day 8 Benchmarking against international practice

- Global performance benchmarks
- Checklists and templates to take away

Day 9 Capstone project

- Analyse a real challenge from your organisation
- Build the solution and implementation plan

Day 10 Presentations, final assessment and certificates

- Project presentations and review
- Final exam and certificate award

Schedule 2027–2030

Dates	Format	City	Language	Fee (USD)
15–19 Mar 2027	5-day online	Live online	English	2,950
19–23 Jul 2027	5-day classroom	Amsterdam	English	4,750
16–27 Aug 2027	10-day classroom	Barcelona	English	8,950
19–23 Sep 2027	5-day classroom	Doha	English	4,750
6–10 Mar 2028	5-day classroom	Barcelona	English	4,750
16–20 Jul 2028	5-day classroom	Manama	English	4,750
15–26 Oct 2028	10-day classroom	Jeddah	English	8,950
11–22 Dec 2028	10-day online	Live online	English	5,450
19–23 Mar 2029	5-day classroom	London	English	4,750

Dates	Format	City	Language	Fee (USD)
13–17 May 2029	5-day classroom	Amman	Arabic	4,750
17–21 Sep 2029	5-day online	Live online	Arabic	2,950
15–26 Oct 2029	10-day classroom	Dubai	Arabic	8,950
6–17 May 2030	10-day classroom	Amsterdam	English	8,950
10–14 Jun 2030	5-day classroom	Dubai	Arabic	4,750
15–26 Jul 2030	10-day online	Live online	Arabic	5,450
16–20 Sep 2030	5-day classroom	Geneva	English	4,750

Customised and in-house versions of this course are available on request. garnettrainings.com/en/customise/