Good Things Foundation Volunteering Service - Consultancy Brief

May 2019

Background

Our vision is a world where everyone benefits from digital

We are a social change charity, helping people to improve their lives through digital. We tackle the most pressing social issues of our time, working with partners in thousands of communities across the UK and further afield.

We design and deliver social inclusion and digital inclusion programmes through a UK wide network of community organisations, providing a range of customised and unique digital learning resources, to help socially and digitally excluded people across the UK, Australia and other countries to improve their lives.

Good Things Foundation is funded by Government Departments, corporate organisations, local authorities and trusts and foundations to deliver large programmes of work to improve lives. Many of our corporate funders and some local authorities have commissioned us to run volunteer schemes where we place their staff or local people as volunteers with our centre partners.

Demand from our funders and potential funders to run volunteering schemes with our centres is increasing. To date we have not had a dedicated resource to manage these schemes, but they have been run by the relevant programme teams in each case. We're looking to develop a more systematic, standardised and scalable offer, and so are looking for advice on how to deliver and manage volunteering programmes in the most effective way, with the ability to scale up based on future demand. We want to bring together tools and resources that are already available, alongside best practice in the sector, and our experience to date.

Objectives for the consultancy

- To recommend Good Things Foundations' standard volunteering service offering(s)
- To recommend how this is resourced, delivered and managed within Good Things Foundation
- To develop a plan for setting up the Good Things volunteering service offer and team

- Recommending existing tools, policies, procedures and resources that we can use (both free and paid for) to deliver the offering(s)
- To act as a centre of advice and good practice for team members managing the current volunteering schemes we are running in line with the emerging thinking.

Deliverables

While these deliverables are primarily relevant to our UK team, we will also share good practice and recommendations with our Australian team.

- A SWOT analysis of our current and previous volunteer scheme offerings
- A review of the current national and international volunteering landscape and practices, including what tools, services, models and resources are available (both free and commercial), and which organisation(s) and campaigns we might work or partner with, eg NCVO, https://do-it.org/ https://volunteersweek.org/ , etc, including recommendations for Good Things Foundation
- Based on the above a recommended definition or definitions of the standard Good Things Foundation volunteering offer and delivery model to corporates and local funders
- A high level business case proposal for delivering volunteering as a service offering with appropriate resourcing (with options and the pros and cons of the different options if appropriate) including opportunities, and potential (ranged) revenues and costs
- A plan for developing a central repository for volunteering resources and best practice.
- Ad hoc advice and signposting for the staff managing the two current volunteering schemes (this should not take up more than two hours a week on average for the duration of the project)

Approach
Internal and external research, information and extensive consultation and collaboration with
- relevant internal project teams, the network team, learning team etc including our Australian team
- online centres from our network that have worked with us on volunteering schemes, those who have a successful track record of working with volunteers in general and those who have struggled to host volunteers
- relevant external organisations who provide support and services for volunteers or organisations hosting volunteers
- and, if possible, stakeholders in current and potential funders.

Co- design with us of options, models and recommendations.

Timescale and Budget
To start as soon as possible, and complete this work by 31 August 2019.

We anticipate that this work will take in the region of 30 - 40 days

Who we are looking for
An individual or team of people who
- have extensive experience of designing and delivering successful volunteering schemes at scale in partner organisations on behalf of third party funders including large corporates
- have a collaborative and consultative approach to working across a wide range of different organisations and can work closely with our centre partners
- can leverage existing expertise as much as possible rather than reinventing approaches, including using expertise in online centres.
- have extensive knowledge of the national and international volunteering landscape including free and commercial tools, resources and services available
- are committed to the vision and objectives of Good Things Foundation
- are prepared to travel to our office in Sheffield, to some of our centre partners and other relevant stakeholders as required as well as using appropriate online collaborative tools.

Your proposal:
Please provide the following
- How you would approach this brief
- The people involved and their relevant experience and skills
- The budget showing number of days and day rates
- Two references from people you have worked with on similar projects
- Any additional information to support your proposal.

please send this proposal to Good Things Foundation recruitment at
recruitment@goodthingsfoundation.org by 9am on Monday 20th May 2019

Questions
If we have any questions on this brief then please contact Margaret Bennett at
margaret@goodthingsfoundation.org

For further information about Good Things Foundation see
https://www.goodthingsfoundation.org/