

This kind of opportunity is well suited to a large group, with a substantial budget, and can help provide much needed resources for community organizations. Examples of kits needed by some community organizations:

- Toiletry kits for persons living on the street;
- Craft kits for children at medical care facilities;
- Backpacks with supplies for children heading for school or camp.

This type of volunteering is popular because of its portability and flexibility, and can be done quickly, often in about an hour, depending on the scope. If your colleagues have difficulty getting away from their desk for an afternoon or day, consider kit building onsite at your work location. This may increase participation, especially in offices where a volunteering day is not included with the yearly allotment of paid time off.

It is important to coordinate with a community organization to ensure you are providing exactly what they need. Start by deciding what cause your volunteers would like to support. Then reach out to a community organization and ask them for a wish list. If their request doesn't match your budget, ask the community organization to prioritize. If your budget doesn't match their needs, consider looking for another type of group volunteer activity.

Another important planning consideration is whether you have enough to do for the number of volunteers you have. A group of motivated volunteers work surprisingly quickly. For example, once you have the products for your kits laid out in assembly-line fashion, assembling fifty kits, with twelve items per kit would take a group of twenty-five volunteers about fifteen to twenty minutes to complete. Moving products from storage, setting up the assembly-line and preparation for delivery of items will extend the time.

Consider inviting a representative of the community organization to kick off the activity with a short presentation on the need the volunteers are fulfilling. This request will take someone away from their work and there may be travel costs – be prepared to offer funding to cover both of these expenses. If a representative isn't available, consider using

Avoid oversubscribing volunteers.

Remember: Eager volunteers move fast so be careful to make your sign-up list the right length to avoid being done in fifteen minutes.

the resources on the community organization's website (particularly videos) to create your own presentation.

How to find kit building opportunities?

- Local community organizations serving low income populations and children are good places to start. Check needs online and **call them to discuss**.
- Contact your local Volunteer Centre for ideas.

