



common  
impact

## SBV Project Leader Description

One of the first steps you'll want to take as you head into a new skills-based volunteer engagement is to **identify the person on your nonprofit staff that will lead the project**. Many organizations think first of the individual on their team that manages traditional volunteer engagements. Before you do that, remember that skills-based initiatives require a very different set of skills than traditional volunteer management, often unique to the project that you're undertaking. Check out what makes for a great project lead below!

### The staff member you assign should have...

- Significant exposure to the project focus area (i.e. your technology staff for a database project)
- Ability to **quickly respond** to ensure project momentum. Hint: Your Executive Director is usually not the best choice for this reason!
- Ability to quickly **make or facilitate the decisions** necessary within a project to move it forward
- **Comfort providing feedback** and pushing back if the volunteers are off course on their deliverable
- **Adaptability and a cross-sector perspective** to help bridge the perspectives of your organization and your volunteers
- A **focus on relationship development**, and seek to cultivate your skilled volunteers to be engaged with your organization long term
- The **trust of your staff** to know what's best for your project and your organization. Hint: This is usually not your summer intern!