

RSVP

Lead With Experience

Metro Atlanta RSVP Volunteer Opportunities

Frequently Asked Questions

Who can volunteer?

If you are willing to share your skills and experiences and are 55 and older, you can volunteer with Metro Atlanta RSVP. Flexible schedules and varied topics and tasks permit you to choose opportunities most compatible with your skills, interests and availability. You don't need special skills, and we provide training at no cost to you.

If you are an Insurance Agent or sell other programs and services to seniors, you will be limited in the volunteer activities you can perform.

Do volunteers undergo background checks?

Yes. All volunteers must complete and pass a background check. This usually takes approximately five business days to complete. All information returned is kept confidential.

[Click here for the complete background check policy.](#)

What is involved in the process of becoming a volunteer?

1. To become a volunteer simply attend one of our monthly RSVP Open House/Orientation sessions, which are held the second Wednesday of the month (except July, August and December). At this session you will learn more about the work that we do, speak with volunteer staff to identify opportunities of interest and complete a volunteer application. For information or to register for an upcoming RSVP Open House/Orientation email volunteer@atlantaregional.org.
2. Once paperwork is complete, we will work with you to identify and arrange appropriate training for the selected volunteer opportunity.
3. Once training is complete, you can start working on your identified volunteer activity. Don't worry, our staff will be available to support your work.

What time commitment is involved?

We ask that volunteers commit to their assignment for at least 6 months. A minimum of 4 hours a month is preferred. Volunteer training and most opportunities occur during regular business hours, Monday through Thursday. For most opportunities, days and hours are flexible to fit the schedule of the volunteer. There are occasional weekend opportunities.

What training is required?

All volunteers regardless of their assignment are required to complete the Access to Services training.

- Volunteers participate in training classes based on their volunteer jobs. Training time varies depending on topic.
- Volunteers participating in administrative and special projects will receive one-on-one training for these opportunities.

Where will I volunteer?

Depending on the assignment, you may work at various locations (ARC office, senior centers, senior residences, faith-based or other community sites). Volunteers serve in the metro Atlanta area, and we attempt to provide you with opportunities near your home. Occasionally, there may be volunteer opportunities which can be done from your home.

How will new volunteers be supported in their volunteer positions?

ARC's Volunteer Coordinator works with each volunteer to ensure you will have the training needed to perform assignments. Depending on the opportunity, you may be partnered with other more seasoned volunteers for "shadowing" opportunities before you perform responsibilities on your own. Some opportunities provide the chance for volunteers to be paired with other volunteers during assignments.

What are the expectations of a volunteer?

Volunteers are expected to:

- Maintain a functioning email account and regularly check email for ARC/RSVP communications and updates.
- Practice Neutrality: Do not promote or sell any service, good, products or political opinions on behalf of ARC RSVP
- Be Professional: In dress, comportment, and prompt response to RSVP communications
- Have a reliable means of transportation
- When participating in an event: Arrive prepared and on time to all volunteer commitments, notify staff if an emergency arises, take direction from staff, and share information appropriately without promoting specific programs, services or options.
- Reporting: Complete monthly Timesheets and Mileage Reimbursement Forms
- Complete Presentation Evaluations
- Provide Advanced Notice of Cancellation

What are the benefits of Volunteering with RSVP?

The benefits of volunteering with RSVP are:

- Transportation/mileage reimbursement
- Supplemental Insurance – for volunteers 55 years and older
- Intensive training, ongoing staff technical support, and follow-up
- Dedicated coordination and management

Are volunteers recognized for their service?

Yes. Volunteers are recognized informally for their contributions on an ongoing basis and receive more formal recognition at an annual recognition luncheon.

Can we accommodate volunteer groups?

No. Most of our opportunities require a significant amount of training and are not conducive for groups of volunteers.

Can we provide opportunities for individuals doing court mandated community service?

We cannot accommodate individuals who have court mandated service opportunities. Our opportunities are not suited to this type of service.

Do we offer internship opportunities?

Yes. We have opportunities for individuals looking for internships. Opportunities are dependent on current projects and staff availability. For more information on internships, contact volunteer@atlantaregional.org or (470) 378-1447.

