

SAMPLE VOLUNTEER RECRUITMENT EMAIL

(sent 3-4 weeks prior to project date)



We are all aware that America's kids are playing less than any previous generation. Declining recess, a lack of safe places to play, overly-structured schedules and too much screen time have replaced balanced and active play...and now we find that one in three kids is obese or overweight.

As part of our ongoing effort to build healthier communities and decrease the incidence of obesity, we are very excited to invite you to our 21th playground build in Providence, RI. On **Tuesday, Sept. 27**, the kids and families will watch their neighborhood park transform into a playground that will help enhance their health, achievement levels and overall well-being. More than 1,000 children and families will have an opportunity to use this new playground every year!

Please join us to build this special community a playground in **ONE** magical day!

How:

Click [here](#) to sign up on VolunteerMatch!

When:

Tuesday, Sept. 27
8:30 a.m. – 4:00 p.m.

Where:

Ridge Street Park
26 Ridge Street
Providence, RI

Details:

Opportunities are available for all ability levels, from greeters to heavy lifters. Please note that **volunteers must be at least 18 years of age.**

We hope you'll join us!

www.DoGoodLiveWell.org



SAMPLE VOLUNTEER REMINDER EMAIL

(sent one week in advance of project date)



THANK YOU for your support of UnitedHealthcare's partnership with KaBOOM! as we build our 21st playground together. Here are all the details you need to know for our upcoming playground build. **Please read this entire email carefully!**

WHEN:

Tuesday, September 27, 2016

8:30 a.m. - 4:00 p.m.

SCHEDULE:

8:30 a.m.	Volunteers arrive and register
8:45 a.m.	Breakfast for volunteers
9:00 a.m.	Kick-off ceremony
11:30 a.m.	Volunteers begin taking breaks in shifts for lunch
3:30 p.m.	Ribbon cutting ceremony & group picture
4:00 p.m.	Project ends

PARKING & SHUTTLE INFORMATION:

Parking will be available at

APPAREL:

You will receive a white, unisex "Do Good. Live Well." volunteer t-shirt to wear during the project when you arrive. Jeans, athletic/casual pants or shorts are allowed.

MISC:

- This volunteer activity will take place RAIN OR SHINE. Please dress in appropriate attire, including closed-toed shoes, that will allow you to work outside in the day's weather.
- There is no secure place to store valuables such as bags or purses, so please leave them at home, or lock them in your trunk.
- Please contact volunteer coordinator XXXX if necessary. She will be at the project and can be reached at xxx-xxx-xxx or xxx@xxx.com

It's in large part because of the outstanding work of our volunteers that we are able to conduct these worthwhile volunteer projects. We couldn't do it without you!

*Post a picture and tag @DoGoodLiveWell on Facebook, Twitter or Instagram and you may be featured as our Volunteer of the Month!

*Remember, when you track 30 hours of volunteer time, you'll automatically earn \$500 to donate to a nonprofit of your choice. [Click here to learn more.](#)

SAMPLE VOLUNTEER THANK YOU EMAIL

(sent after the project, we like to wait until we have pictures and videos available to share)



On behalf of UnitedHealthcare, the Arizona Diamondbacks and Kitchen on the Street THANK YOU for taking time out of your evening to help us “Pack the House” at Chase Field last week. With your help we packed almost 3,000 Bags of Hope, which equal 16,000 meals. Your efforts helped us reach our goal of packing 49,000 meals for Kitchen on the Street this year – one meal for each seat in Chase Field!

Please visit our SharePoint site to view and download pictures of the project.

If you would like to continue to support Kitchen on the Street while enjoying some good eats, please visit their Street Cafe and Coffee Lounge, which is located at 10435 N. Scottsdale Rd.

Our efforts to build healthier communities would not be possible without the compassion and dedication of volunteers like you. We are interested in your thoughts on this experience, so please click [here](#) to send us an email with your feedback.

Thank you again,

UnitedHealthcare Social Responsibility
and the “Do Good. Live Well.” Team

We'd love to see pictures of you doing good! Post a picture and tag @DoGoodLiveWell on Facebook, Twitter or Instagram and you may be featured as our Volunteer of the Month!

[View Pictures \(include a link\)](#)

[Send Feedback \(include a link\)](#)

If you're interested in volunteering again with Kitchen on the Street, visit their website ([include a link](#)) for information.

Don't forget about giving! - UnitedHealth Group's enhanced giving and volunteering program. You can donate all year long and receive a match from UnitedHealth Group to most nonprofits, including Kitchen on the Street. Once you track 30 hours of volunteer time, UnitedHealth Group will give you \$500 to donate to the nonprofit(s) of your choice. Learn more about this program - visit giving.uhg.com.