

# **Recruitment and selection of employees and volunteers**

## **Unit 10 Human Resources**

### **University of Patras**

# Content

**01** Defining terms

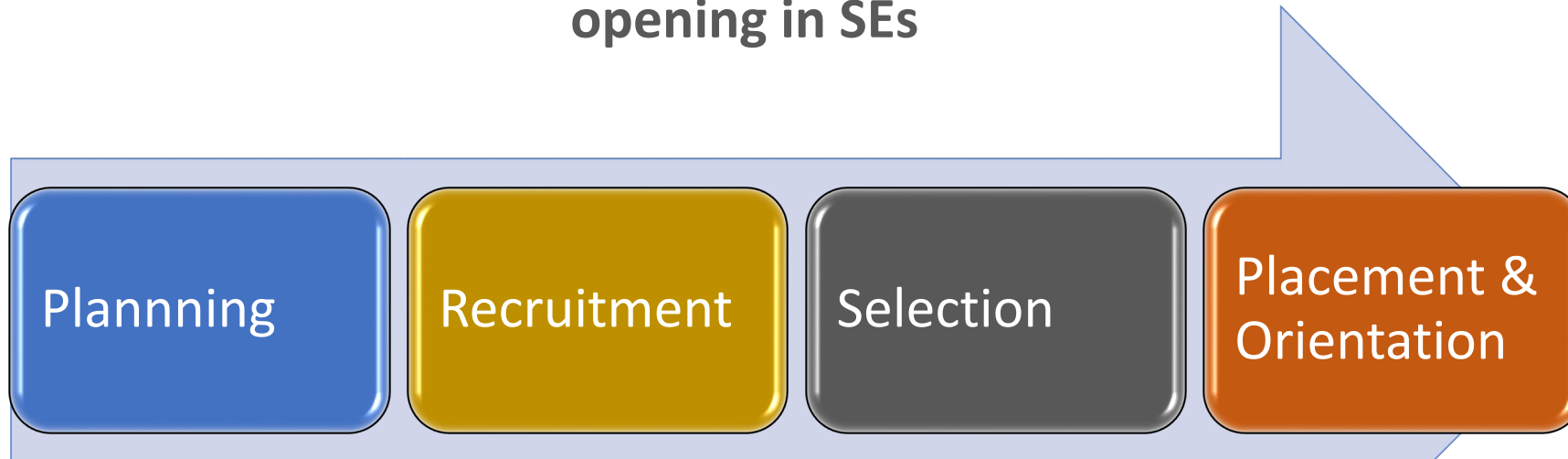
**02** Job/Role description

**03** Recruitment plan and  
strategies

**04** Selection strategies

# Defining Recruitment & Selection

**Recruitment:** actions to encourage volunteers/staff to express interest for opening in SEs



**Selections:** the process of identifying among many candidates the hires with the right qualifications and match

# Types of Volunteer Involvement

**Offer direct  
service**

**Long-term**

**Offer indirect  
service**

**Short-term**



**Episodic or  
event-based**

# The Content of the Job Description



# Recruitment plan for volunteers



**Volunteers deserve appealing opportunities for engagement in SEs**

**Volunteers are attracted by compelling messages**

**SEs can attract volunteer using the suitable recruiting method**

# Crafting attractive messages for volunteer recruitment



# Recruitment Strategies for Staff

Campus recruiting

Profession Associations/Labor Unions/Government  
Employment Organizations

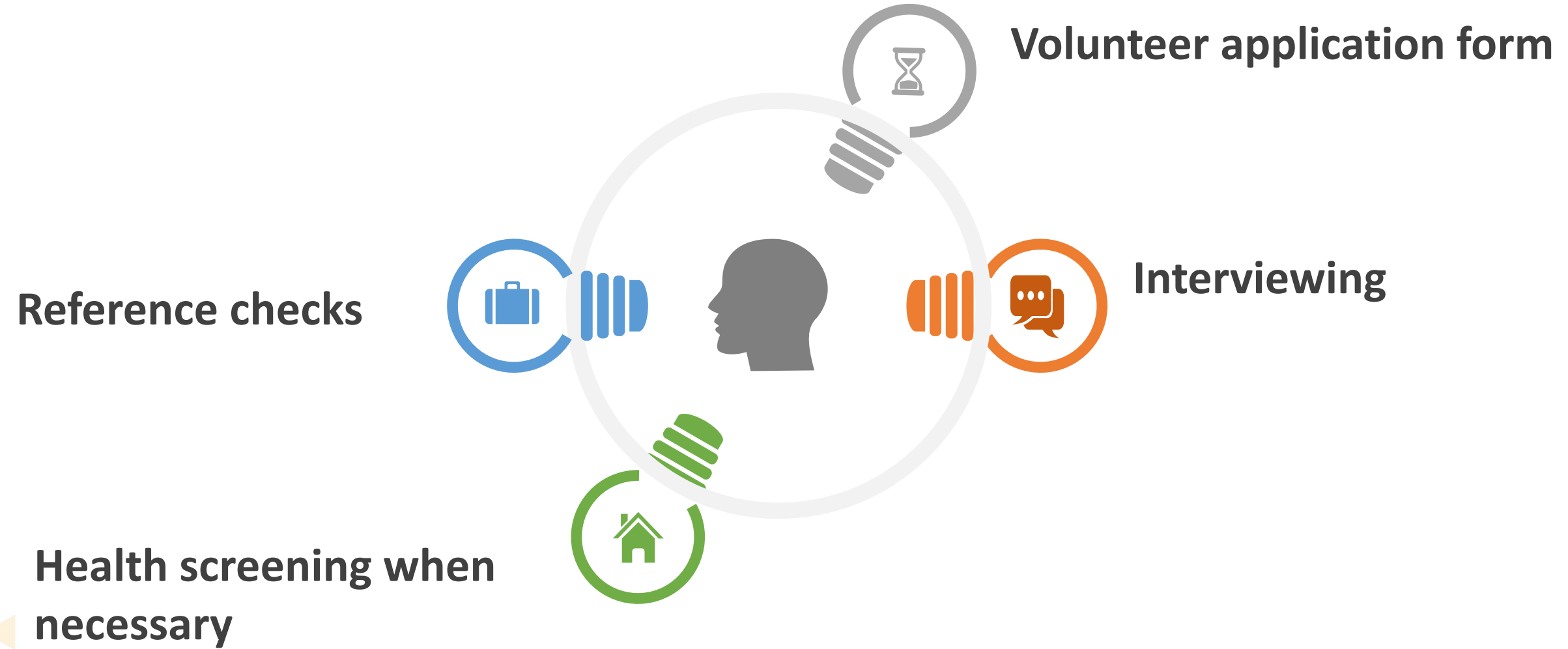
Websites/Social Media

Referrals

Newspaper and Trade Journal Advertisements



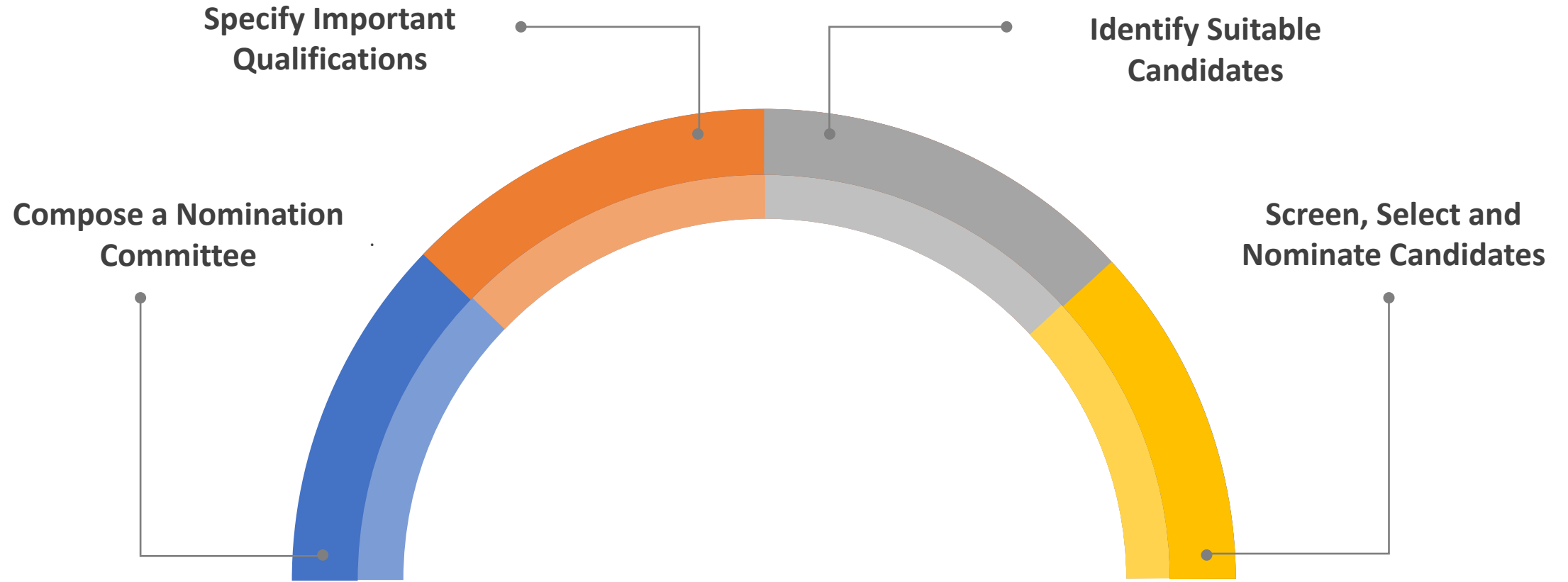
# Selection strategies for volunteers

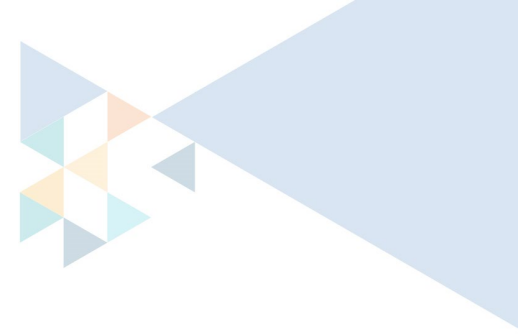


# Selection strategies for Paid staff



# Selection strategies for board members





*Thank you for your attention*