

## FAST Start

*Some of you may be looking at this book and saying “I don’t have time for all that! I have a volunteer standing in front of me ready to start! What do I do?” That is certainly understandable and below is what you absolutely need to get started.*

**For the FAST start, your best resource will be the Appendix of the Volunteer Application and Screening section. See the Frequently Asked Questions about Volunteer Process and Requirements. Also see samples of the Volunteer Forms that can be found in the *Volunteer Now* section at**

**[http://www.seattleschools.org/area/vol/vol\\_now.xml](http://www.seattleschools.org/area/vol/vol_now.xml)**

**F**

**F** Find out what they want to do and when they want to do it. Make sure you have a placement or opportunity that fits their needs, or refer them somewhere else. Inform them of the process for getting started.

**A**

**A** Assist them with the forms. Print them from the web site or have the volunteer do so. They fill out the forms, and return them to you. Someone at your school (you?) needs to screen them through WATCH (see p. 43).

**S**

**S** Supervise them or find someone who will supervise them. Especially in the beginning, we need to assure they are prepared to do their job and know what to do if they have questions or challenges.

**T**

**T** Thank them for their efforts and track their progress. If we want them to stay longer and be effective in their work, we need to help them feel a part of the school. Just like other staff members, they need support and structure.