

VOLUNTEERING A VALUABLE PART OF YOUR CV



HOW TO MAKE VOLUNTEERING A VALUABLE
PART OF YOUR CV

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DEFINE YOUR ROLE



Define your role and your achievements

Describe exactly what you've done - instead of just writing 'volunteer at X', highlight your specific tasks and achievements.

When writing volunteer work on your CV, it's important to describe exactly what you did. Instead of just writing 'Volunteer at X', highlight your specific tasks and achievements.

Example: 'Planned and facilitated monthly patient webinars with +100 participants, increasing member engagement by 30%.'

This not only shows your involvement, but also the difference your efforts have made.

To make this even stronger, you can follow these steps:

Describe your tasks in detail:

What were your responsibilities?
What skills did you use?

Quantify your results:

Use numbers and data to show the impact of your work.

Focus on your contributions:

What value did you create for the organisation?

Did you help improve a process, increase visibility or strengthen the community?

Compare to previous situation:

If possible, mention how things were before your efforts and what improvement you have made.

USE OUR VOLUNTEERING

Use Volunteering as
Career Training

Use Volunteering as Career Training

Volunteering is more than just giving back—it's an opportunity to gain practical experience and develop valuable skills that can boost your career.

Whether you're looking to change industries, gain hands-on experience, or strengthen your CV, volunteering can provide a meaningful way to build and showcase your competencies.



Think about what skills you've developed and how they can be applied to your future career:

- Have you planned and organised events?
- Have you written articles, created social media posts, or contributed to a communication strategy?
- Have you coordinated teams, managed projects, or helped with fundraising?

These skills are highly transferable and valued in many professional fields, including marketing, project management, public relations, healthcare, and leadership roles. Employers appreciate candidates who show initiative, adaptability, and the ability to work collaboratively—qualities that are often honed through volunteering.

USE OUR VOLUNTE ERING

Use Volunteering as
Career Training

How Volunteering Can Benefit Your Career

- Hands-on experience – Gain practical knowledge in real-world settings.
- Expand your network – Connect with professionals and potential employers.
- Boost your confidence – Develop leadership and teamwork skills in a supportive environment.
- Enhance your CV – Show commitment, motivation, and the ability to take on responsibility.



No matter our journey

No matter where you are in your career journey, volunteering can be a stepping stone to new opportunities.

Take time to reflect on your experiences, highlight your achievements, and leverage them in your professional path!

YOUR ELEVATOR PITCH

Use Volunteering in Your Elevator Pitch

Your elevator pitch is a powerful tool to introduce yourself and make a strong first impression.

Volunteering can be an excellent way to showcase your skills, dedication, and hands-on experience, even if it wasn't in a paid role.



Example pitch:

"I have experience facilitating patient communities and driving engagement through digital platforms—something I developed through my volunteer work at PiCC United. By leading online initiatives and fostering discussions, I've gained strong communication, coordination, and digital strategy skills, which I believe are highly relevant in [industry/job role]."

How to incorporate volunteering into your elevator pitch

- Be strategic – Highlight skills and experiences relevant to the job or opportunity you're pursuing.
- Show impact – Focus on how your volunteer work has contributed to meaningful outcomes
- Demonstrate initiative – Employers value candidates who take responsibility and create value, even outside traditional work settings.

By framing your volunteer experience as professional development, you show recruiters and potential employers that you are proactive, resourceful, and capable of making a difference.

ADD IT ACTIVELY

on LinkedIn and Your CV

Your volunteer work is a valuable part of your professional experience, so make sure it's visible to recruiters, hiring managers, and professional contacts. Many employers view volunteering as a strong indicator of initiative, leadership, and commitment - qualities that set candidates apart.

How to Highlight Volunteering on Your CV

Create a dedicated "Volunteering Experience" section – List your roles, responsibilities, and key achievements, just like a paid job.

- Use action-oriented descriptions – Emphasize the impact you made, such as "Led a team of 20 volunteers to organize patient engagement workshops, reaching over 500 participants."
- Include relevant skills – Showcase transferable skills like project management, communication, stakeholder engagement, and leadership.

How to Showcase Volunteering on LinkedIn

- Add a Volunteer Experience section – Describe your role, contributions, and key successes.
- Request endorsements and recommendations – Ask colleagues, team members, or leaders from your volunteer work to vouch for your skills.
- Share posts about your experience – Writing about your volunteer journey on LinkedIn can increase visibility and demonstrate thought leadership in your field.

By treating your volunteer experience as an integral part of your professional profile, you enhance your credibility and demonstrate your ability to take initiative and create value—qualities that employers and collaborators highly appreciate.

LEVERAGE YOUR VOLUNTEER NETWORK



Use Volunteering to Build Your Network

Volunteering is more than just gaining experience—it's also a powerful way to expand your professional network. The people you meet through volunteering, whether fellow volunteers, industry experts, or organizational leaders, can be valuable connections that open doors to future career opportunities.

How to Leverage Your Volunteer Network

- Actively participate in events, webinars, and networking meetings – Every interaction is an opportunity to make a lasting impression.
- Engage with professionals in your field – Build relationships with industry leaders, mentors, and like-minded individuals.
- Stay connected – Follow up with people you meet, add them on LinkedIn, and engage with their content to maintain relationships.

Express your career interests – Let others know what you're looking for; many opportunities come from word-of-mouth recommendations.

Example approach

Look for mentorship opportunities – Volunteering often brings you in touch with experienced professionals who can provide guidance and career advice.

"Through my volunteer work at PiCC United, I've connected with professionals in patient advocacy, healthcare, and digital engagement. By actively engaging in discussions, attending events, and contributing to projects, I've built relationships that have led to new collaborations and professional opportunities."

By strategically networking through volunteering, you not only gain experience but also position yourself for career growth and future job prospects. The right connection could lead to your next big opportunity!

RECOMMENDATIONS

Ask for Recommendations

Your volunteer experience is just as valuable as paid work, and a strong recommendation from an organization, team leader, or mentor can enhance your credibility and strengthen your job applications. A well-written recommendation highlights your contributions, work ethic, and skills, providing potential employers with a clearer picture of your capabilities.

How to Request a Recommendation

- Identify the right person – Ask someone who has directly seen your work, such as a project leader, board member, or senior volunteer coordinator.
- Be specific – Let them know what aspects of your work you'd like them to highlight (e.g., leadership, teamwork, digital skills, event management).

- Request a LinkedIn recommendation – LinkedIn recommendations are publicly visible and add credibility to your profile.
- Use recommendations in job applications – If possible, include them in your CV or cover letter to strengthen your application.

Example request for a recommendation

"I really enjoyed working on [project/task] with you at [organization]. I learned a lot and appreciated the opportunity to contribute. If you're comfortable, I'd love to have a recommendation from you highlighting my skills in [specific area] for my LinkedIn profile. It would mean a lot as I explore new opportunities!"

A strong recommendation can set you apart from other candidates by providing real-world evidence of your skills, initiative, and professionalism. Don't hesitate to ask—it could be the key to unlocking your next opportunity!

USE YOUR EXPERIENCE

as a Springboard

Volunteering isn't just about giving back—it's also a powerful way to gain practical experience, explore new career paths, and build skills that can help you transition into a different industry. If you're considering a career change or looking to gain hands-on experience in a specific field, volunteering can serve as a stepping stone to your next opportunity.

How Volunteering Can Help You Pivot to a New Career

- Gain industry-specific experience – Many volunteer roles offer real-world experience in areas like marketing, event planning, fundraising, digital content creation, and project management.
- Develop transferable skills – Skills such as teamwork, leadership, communication, and problem-solving are highly valuable across multiple industries.
- Test the waters before making a career switch – Volunteering gives you a risk-free way to explore a new field and determine if it's the right fit for you.
- Expand your portfolio – Use volunteer projects to build a portfolio showcasing your work, whether it's social media campaigns, event coordination, or advocacy efforts.
- Make valuable industry connections – Networking within a volunteer organization can help you meet professionals who can guide you towards job opportunities.



Example

:"If you're looking to transition into a career in communications, highlight that you've created content, managed social media, or contributed to newsletters for a volunteer organization. This demonstrates real-world experience, even if it wasn't in a paid role."

Volunteering isn't just something you give - it's also something you get! It can boost your career, provide new skills, and open exciting doors for the future.

So take action, get involved, and make volunteering a part of your personal and professional development journey!



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