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| **Questions to consider** | **Thoughts** | **Checklist** |
| *What is the goal?* |  |  |
| Where will it happen? |  |  |
| Who do we wish to recruit? (Target audience and profile) |  |  |
| What activities will be implemented? |  |  |
| Who will do it? |  |  |
| What is the situation in the community?  Is it supporting our ambitions for growth? |  |  |
| Do we have people in place to support the outcomes? |  |  |
| Do we have a communication plan thought out? |  |  |
| Who are our partners in these actions? |  |  |
| What resources do we need? |  |  |
| We know what will happen after recruitment? |  |  |
| We have a plan to provide a warm welcome to our new volunteers. |  |  |