

## Volunteer Skills Inventory

As a member of the Digital Volunteer Initiative, you are an important part of the team. Similar to a sports team, each member has certain strengths and skills that contribute to the overall success of the program. We want to build a team of volunteers with diverse strengths, skills, and aspirations to create an effective team.

Mark the appropriate box for each statement:

Statement	Yes	Somewhat	No
I am comfortable completing basic digital skills, e.g. sending emails, formatting documents, etc.			
I feel comfortable using a Windows computer.			
I am comfortable using Android mobile devices.			
I am comfortable using Apple products.			
I am comfortable using a Chromebook.			
I feel confident I can learn how to do something while helping someone.			
I know how to find the information I need.			
I feel comfortable admitting I don't know an answer.			
I would be interested in volunteering behind the scenes.			
I want to develop my own tech skills.			
I am confident I can troubleshoot a tech problem I've never encountered.			

Examples of guiding questions while meeting with someone who wants to become a Digital Volunteer:

- The Digital Volunteer Initiative allows volunteers with a variety of skills and interests to be successful. What topics are you interested in?
- Why would you like to participate in the Digital Volunteer Initiative?
- What are some skills you want to learn as part of the Digital Volunteer Initiative?
- What digital programs/applications do you have experience using (e.g. Microsoft Word, Microsoft Teams, etc.)?