



## VOLUNTEERS' WEEK 2023 'Celebrate and Inspire'

## Writing your own news item – what to include

- Background on your organisation who you are and what you do
- What it means to you, your staff and volunteers to work or volunteer with the organisation
- A quote or two from staff and/or volunteers
- An image (with the consent of anyone that features)
- Social media links: Twitter, Facebook, Instagram (etc) details
- Contact details (e.g. If you'd like to volunteer with the organisation, contact.....)
- Web address
- · Any plans you may have for the future