

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
Idaho State Office
1387 South Vinnell Way
Boise, Idaho 83709-1657

In Reply Refer To:
1114/1120 (912) P

September 4, 2003

EMS
Information Bulletin No. ID-2003-158

To: ICT

From: State Director

Subject: Participation in Planned 2004 Bureau of Land Management (BLM) Volunteer
Workshop **DD: 09/10/03**

Due to increased visibility and emphasis in all government volunteer programs, BLM's Office of Environmental Education & Volunteers is scheduling a 2 ½-day Volunteer Program Workshop to be held in February 2004; date and location are to be announced. A main outcome of this meeting will be a new BLM Volunteer Program Strategy which will address the new *Take Pride in America* program, new Departmental requirements emphasizing volunteerism, and the new requirement of increased visibility in recreation and visitor services. The strategy will be linked seamlessly with any products or direction that comes out of the January 2004 Recreation Summit.

The attached Washington Office (WO) Information Bulletin No. 2003-129 requests nominations for participation from each state for the 2004 BLM Volunteer Program Workshop. The desired representation is:

- At least two field managers from each State Office
- All State Office coordinators
- At least one field volunteer coordinator from each State Office
- At least one public affairs specialist from each State Office
- To the extent possible, a representative from a Resource Advisory Council

WO will pay travel for State Office coordinator and one field volunteer coordinator per State Office. Managers and public affairs specialist travel should be funded with state base funding.

The nominations are due in the WO by September 12, 2003. Please send your nominations to Shelley Davis-Brunner, State Volunteer Coordinator, by COB September 10, 2003. Both name and grade level of the nominee are required. Shelley will compile the information and send it to the WO.

If you have questions about meeting or nomination process, please contact Shelley at (208) 373-4020 or shelley-davis-brunner@blm.gov.

Signed
K Lynn Bennett

Authenticated
Sue Kohls
Administrative Assistant

Attachment
1- WO IB NO. 2003-129

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
WASHINGTON, D.C. 20240

August 25, 2003

In Reply Refer To
1114 (650) P

EMS TRANSMISSION 08/25/2003
Information Bulletin No. 2003-129

To: State Directors and Center Directors

From: Director

Subject: Participation in Planned 2004 Bureau of Land Management Volunteer Program
Workshop DD: 09/12/2003

The current state of increased visibility for all government volunteer programs and the significantly increased workload that will be associated with various national-level initiatives make it imperative that BLM managers, Volunteer Program staff, and other BLM staff be prepared for increased use of volunteers. The Take Pride in America (TPIA) program, for example, will likely require an entirely new set of responsibilities for BLM Volunteer Program and other staff. And as budgets shrink, a thriving volunteer workforce is expected to be increasingly important to BLM and our public lands; strategic planning will be critical to shaping such a volunteer resource.

As a result of the above considerations, and pending final Departmental approval, BLM is planning a 2 ½-day BLM Volunteer Program Workshop for February 2004, exact dates and location to be announced. This workshop will provide an opportunity for BLM managers and other staff to develop a BLM Volunteer Program Strategy to address TPIA, other Departmental requirements, and new requirements consistent with our agency's priorities for recreation and visitor services. In fact, the timing of this workshop will ensure that the Volunteer Program Strategy links seamlessly with BLM Recreation Program priorities, which will be finalized at a BLM "Recreation Summit" scheduled for January 2004. Senior BLM and Departmental

officials are expected to be on hand for part or all of the Volunteer Program workshop's duration.

The draft strategy to be developed at the workshop will address:

- Take Pride in America program requirements;
- Increasing BLM's volunteer workforce through partnerships and other innovative approaches;

- Departmental requirements for the establishment of volunteer performance measures, and collection and tracking of volunteer labor information;
- Customer service requirements for prospective volunteers, including Volunteer.gov and standardization of BLM volunteer web pages; and
- Ongoing Volunteer Program issues, such as the use of foreign nationals as volunteers

Portions of the workshop will also be devoted to familiarizing BLM field staff with available Volunteer Program tools such as BLM Volunteer Program training and BLM's electronic Volunteer Program "toolkit."

With advice from senior BLM officials, we have determined that the workshop participant mix should be as outlined below. This blend of staff will enable us to draw on the skills and decision-making authority necessary to ensure development of a draft strategy, and to sustain positive results after the workshop ends. Workshop representatives will comprise:

- *at least two* field managers from each State Office
- *all* State Office and Center volunteer coordinators
- *at least one* field volunteer coordinator from each State Office
- *at least one* public affairs specialist from each State Office

The Washington Office Environmental Education & Volunteers Group (EE&V, WO-650) will fund travel for State Office and Center volunteer coordinators, and for one field volunteer coordinator per State Office. Please plan to fund field managers' and public affairs specialists' attendance out of your State or Center's FY 2004 base funding. (Please note that this workshop is not addressed in the FY 2004 Pre-Annual Work Plan advisories.) To the extent possible, State Directors should also consider funding the attendance of additional field volunteer coordinators and/or field managers, as well as one or more representatives of Resource Advisory Councils (RACs). All essential participants (i.e., those in the list above) should plan to be present for the entire workshop.

Please e-mail the names and grade levels of your proposed attendees to Mary Tisdale, Manager, EE&V, at Mary_Tisdale@blm.gov by September 9, 2003. Thank you for your cooperation in this important endeavor. Should you have any questions, please feel free to telephone Ms. Tisdale at (202) 452-0365.

Signed by:
Francis R. Cherry, Jr.
Acting Director

Authenticated by:
Barbara J. Brown
Policy & Records Group, WO-560

