

# GETTING STARTED

**Step by Step Guide** 





Choose "click here to register your organization" to get started!





### **CREATE YOUR AGENCY PROFILE**



Let your community know about your agency's mission & vision.





### **ADD A VOLUNTEER OPPORTUNITY**



Promote your non-profits needs by sharing it on social media!





## **WATCH THE RESPONSES ROLL IN!**



You'll be notified each time someone responds to your posted need.





# **WELCOME YOUR VOLUNTEERS**



Use the platform to check them in when they arrive, and their hours will be logged automatically.





# **TELL YOUR STORY**



Use volunteer impact data to promote your cause to community, inspire new volunteers, and help support funding and grant requests.