CREATE YOUR ACCOUNT
• Click the orange sign up button
  ◦ Type your email, company, and password, or use your Facebook account

BUILD YOUR PROFILE
• Select causes: Connect with causes you’re passionate about
• Select interests and skills: Match to specific opportunities
• “Fan” an agency: Stay up to date on their openings
• Set availability: Days and times you are available
• Disaster: Indicate interest in volunteering during disaster

FIND & RESPOND
• On your dashboard:
  ◦ Search/sort by age, agency, date, interest, keyword, and more
  ◦ Learn if agencies are the right fit
  ◦ Find date specific opportunities
• When you’ve found the right opportunity, click Respond.
  ◦ Agency will email you information

TRACK YOUR HOURS
• Select opportunity in drop down menu or fill in details if opportunity was not on the site
• Add date and hours volunteered

CHECK YOUR DASHBOARD
Visit your homepage to view:
• Your volunteer hours
• Agencies you’ve fanned
• The impact and value of your volunteer time
• Suggestions based on your causes and interests
• Recent opportunities
• Your volunteer resume

VOLUNTEER NOW BENEFITS
• Easily search for opportunities that align with your interests and availability.
• Create your volunteer resume. Use tools to track your skill development and impact.
• View ever-changing weekly volunteer opportunities.