

## Searching for Volunteer Opportunities

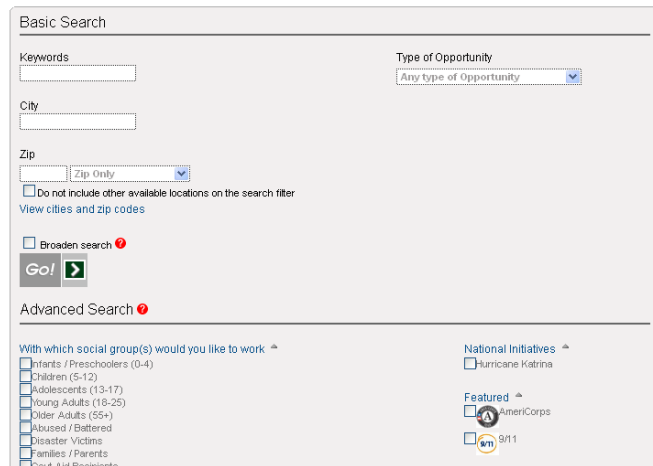
**STEP 1:** When you log in , you will be taken to your personalized homepage. There you will be able to search for volunteer opportunities.



The screenshot shows a search form titled "Find A Volunteer Opportunity". It includes input fields for "Keywords", "City", and "Zip". There is a "Zip Only" dropdown menu and a "-- Select Issue / Interest --" dropdown menu. A "Search!" button is located below the fields. A link for "Advanced search" is positioned below the search button.

**STEP 2:** You can also do an advanced search for volunteer opportunities

### Search for an Opportunity



The screenshot displays the "Basic Search" section with fields for "Keywords", "City", and "Zip", along with a "Type of Opportunity" dropdown menu. Below these fields are checkboxes for "Do not include other available locations on the search filter", "Broaden search", and a "Go!" button. The "Advanced Search" section below features two columns of checkboxes for social groups (e.g., "Infants / Preschoolers (0-4)", "Children (5-12)", "Adolescents (13-17)", "Young Adults (18-25)", "Older Adults (55+)") and "National Initiatives" (e.g., "Hurricane Katrina", "Featured AmeriCorps", "911").

**STEP 3:** Click on the volunteer opportunity you are interested in. You can call the agency contact or click on "I'm interested in this opportunity" to email them.



**MUSCATINE COMMUNITY  
Volunteer Solutions**  
ENGAGING COMMUNITY VOLUNTEERS

# Volunteer Website New User Guide

volunteermuscatine.org

All volunteers must register as an adult leader with the Boy Scouts of America. All training is provided by the ILLOWA Council and anyone who is interested is encouraged to apply.

This opportunity is sponsored by: ILLOWA Council Boy Scouts Of America

[I'm interested in this opportunity](#)

#### Contact Person:

Robert Sutton, Senior District Executive, (phone), (email)

[View all agency contacts](#)

Address:

#### Opportunity Listing

- [Summary Info](#)
- [Detailed Info](#)
- [Add to Favorites](#)
- [Email To Friend](#)
- [Printer Version](#)

#### Notify Administrator

- [Inappropriate](#)
- [Miscategorized](#)
- [Other Concern](#)

**Sarah Ott, Volunteer Engagement Manager**

208 E. 2nd St. Suite 201

Muscatine, IA 52761

Phone: 563-263-5963

sarah@unitedwaymuscatine.org

www.unitedwaymuscatine.org



## New User Registration

Visit [www.volunteermuscatine.org](http://www.volunteermuscatine.org) and under User Log In click on "Not Registered? Sign Up Now"

### User Login

Username   
Password    
 Remember my login

- ▶ [We have a separate login for agencies](#)
- ▶ [Not registered? Sign up now](#)
- ▶ [Forgot your password?](#)

### Need users?

If you would like to start recruiting users, [please post your volunteer opportunities online.](#)

## STEP 1: Fill in your contact information and preferences

[Home](#) | [Login](#) | [Search](#) | [Spotlight](#) | [Calendar](#) | [Disaster](#) | [Agencies](#) | [Opportunities](#) | [Product Connections](#) | [About Us](#)

### Register

Step 1	Step 2 <i>optional</i>	Step 3 <i>optional</i>	Done
--------	---------------------------	---------------------------	------

Any information you enter below will not be given or sold to anyone without your permission. Submitting this form does not bind you to anything! All fields marked with a \* must be filled in.

#### Account information

Username \*   
First name \*   
Last name \*   
Email \*   
We use an opt-in email system - you will only receive email from us when you specifically ask us to send it to you.  
Password \*   
Verify Password \*

#### Miscellaneous Information

Which COUNTY do you live in?

## STEP 2: Agree to the terms of the waiver and release of liability.

[Home](#) | [Search](#) | [Spotlight](#) | [Calendar](#) | [Disaster](#) | [Agencies](#) | [Opportunities](#) | [Product Connections](#) | [Your Account](#) |

### Waiver

Step 1	Step 2 <i>optional</i>	Step 3 <i>optional</i>	Done
--------	---------------------------	---------------------------	------

Please read the following waiver and click whether or not you agree to it.

#### Waiver / Release of Liability

1. Volunteers must accept and assume all risks of injury, death, illness or disease,

## STEP 3: Fill out information about yourself and your skills.

[Home](#) | [Search](#) | [Spotlight](#) | [Calendar](#) | [Disaster](#) | [Agencies](#) | [Opportunities](#) | [Product Connections](#) | [Your Account](#) | [About Us](#) | [Logout](#)

### About You!

Step 1	Step 2 <i>optional</i>	Step 3 <i>optional</i>	Done
--------	---------------------------	---------------------------	------

This survey is completely voluntary but we truly appreciate your participation. You may decline to answer any question. You are assured of complete anonymity and confidentiality. Our reports will only contain summaries and no individuals will be identified.

#### 1. Have you volunteered before?

- Yes, I have volunteered before  
 No, I have never volunteered  
 -- Do not specify --

#### 2. Gender

- Female  
 ...

## STEP 4: Registration is complete. Now you can visit your new volunteer homepage, create a user profile and search for volunteer opportunities

[Home](#) | [Search](#) | [Spotlight](#) | [Calendar](#) | [Disaster](#) | [Agencies](#) | [Opportunities](#) | [Product Connections](#) | [Your Account](#) | [About Us](#) | [Logout](#)

### Thank you for registering!

Step 1	Step 2 <i>optional</i>	Step 3 <i>optional</i>	Done
--------	---------------------------	---------------------------	------

We would like to welcome you again. We hope we can truly help you to find the volunteer opportunities for which you are looking.

To get started, we recommend [creating](#) a user profile that represents your interests.

- ▶ [Visit your new volunteering homepage](#)
- ▶ [Create a user profile](#)
- ▶ [Search for volunteer opportunities](#)