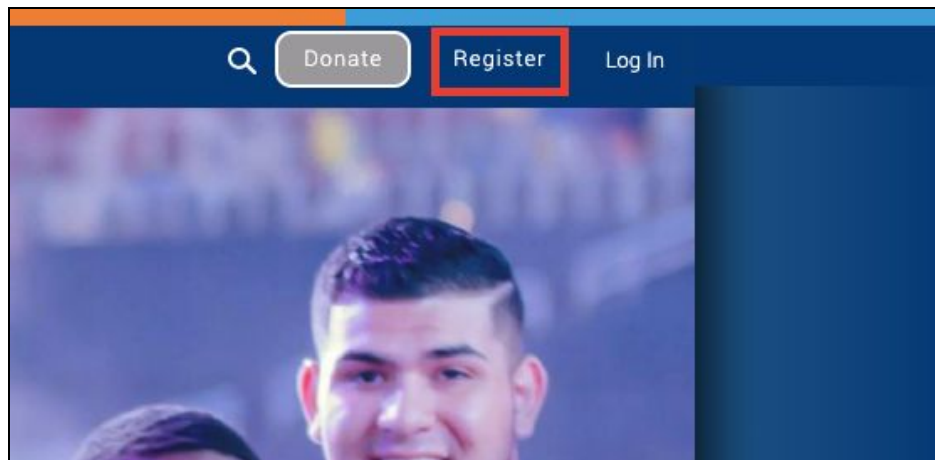# Volunteering With FIRST

1. Create a FIRST Account

* If you already have a FIRST account, please skip this step!*

Navigate to firstinspires.org and click "Register" in the upper right-hand corner.

Fill in all necessary information and click register.

Verify your email and log into your *FIRST* Dashboard. Agree to all the consent forms and then you should get to a page that looks like this:
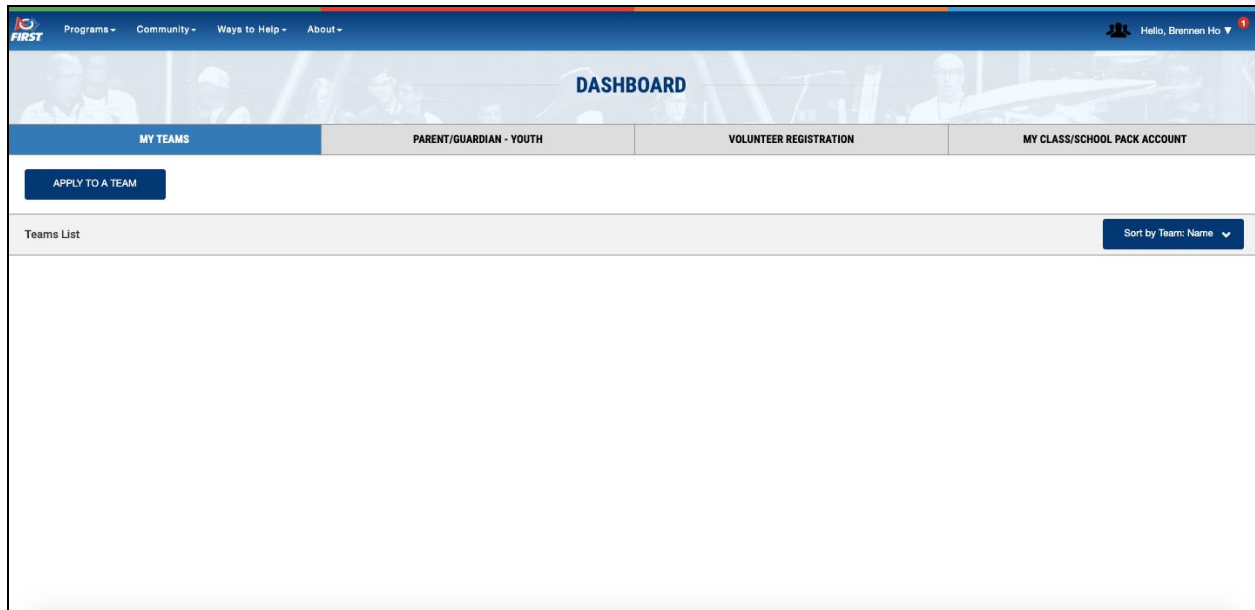
2. Navigate To EVENT VOLUNTEERING

You may have information on the *MY TEAMS* or *PARENT/GUARDIAN - YOUTH* tabs, but you can worry about that later. For now, navigate to the *VOLUNTEER REGISTRATION* tab. On that tab, click the button that says *EVENT VOLUNTEERING*.
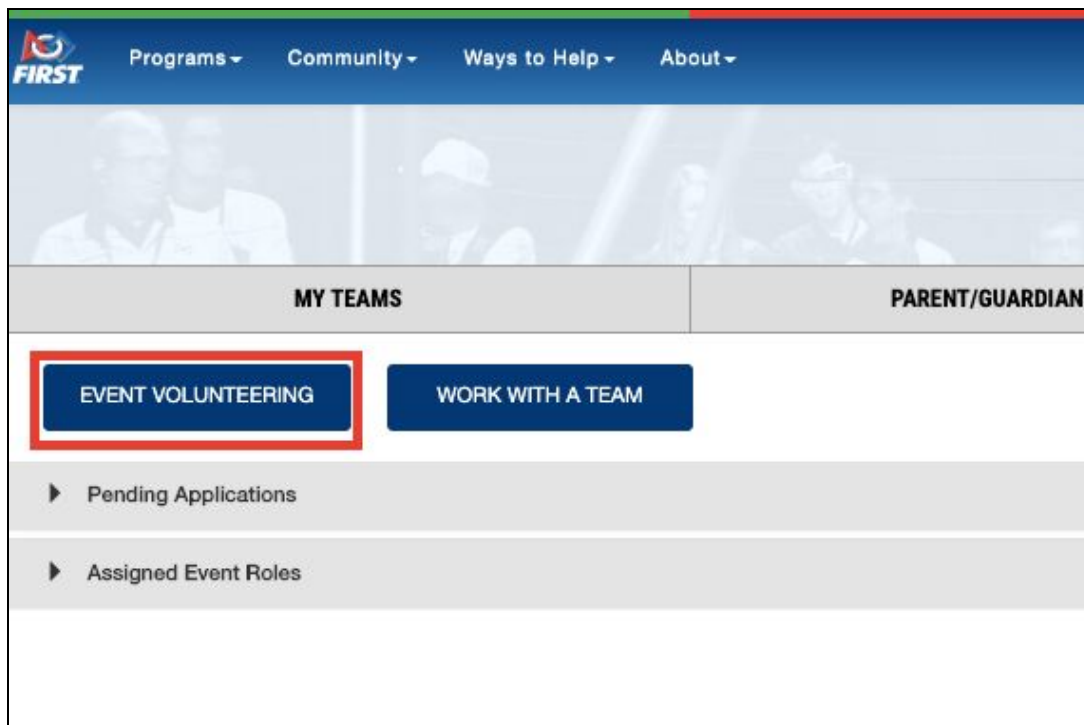
3. Select An Event To Volunteer At

Your page may look a little different than mine as I have events I am already volunteering for while you may not have signed up for any events yet.
Select the program you want to volunteer for (FLL Jr, FLL, FTC, or FRC) and fill out your information for *Country*, *State*, and *Zip / Postal Code*. After entering your zip code, you should get a slider allowing you to narrow your search based on location. You can also fill out the *Date* and *Name* sections if you have that information. When you are ready, click *APPLY FILTERS*.

A page with a list of events will show up and take your time to browse through them to find one that works for you. You can decide based on date or location. When you have selected an event, click the *VOLUNTEER* button.

4. Select Volunteer Preferences

On the next page, select the dates you are available, write comments to the coordinator (optional), and select roles you want to be assigned to. If you don't care what role you are assigned to, click the *Assign Me As Needed* button. If you have a preference, select up to 5 roles that you would like to fill. You can read more about each role [here](). Once you have selected your roles, you can use the right side to arrange them in order of preference. Once you are done, click *NEXT*.
NOTE: High schoolers should NOT sign up for Referee or Judge roles

5. Enter Team Affiliations

On the next page, enter team affiliations you may have. This is only for the program you are volunteering for. Then click *COMPLETE*.

You will end up on a page that confirms your registration and outlines all the details you need to know. Make sure to note the date of your event and the address. You will not have to complete Youth Protection Screening (YPS) as you are under the age of 18. Once you are done, click RETURN TO *DASHBOARD*.
NOTE: You will NOT receive an email confirming your registration

6. Confirm Your Application

Under *VOLUNTEER REGISTRATION -> PENDING APPLICATIONS* you will see a brief overview of your event application and you will have the option to edit or withdraw it. Once the volunteer coordinator has assigned you a role, you will receive an email confirming your volunteer spot and listing what role you have been assigned to. This email will also have the date and location of the event.

On your *FIRST* Dashboard, the same information will be accessible through *VOLUNTEER REGISTRATION -> ASSIGNED EVENT ROLES*. Unter *ROLE OPTIONS*, you will have the option to message the volunteer coordinator if you need to.
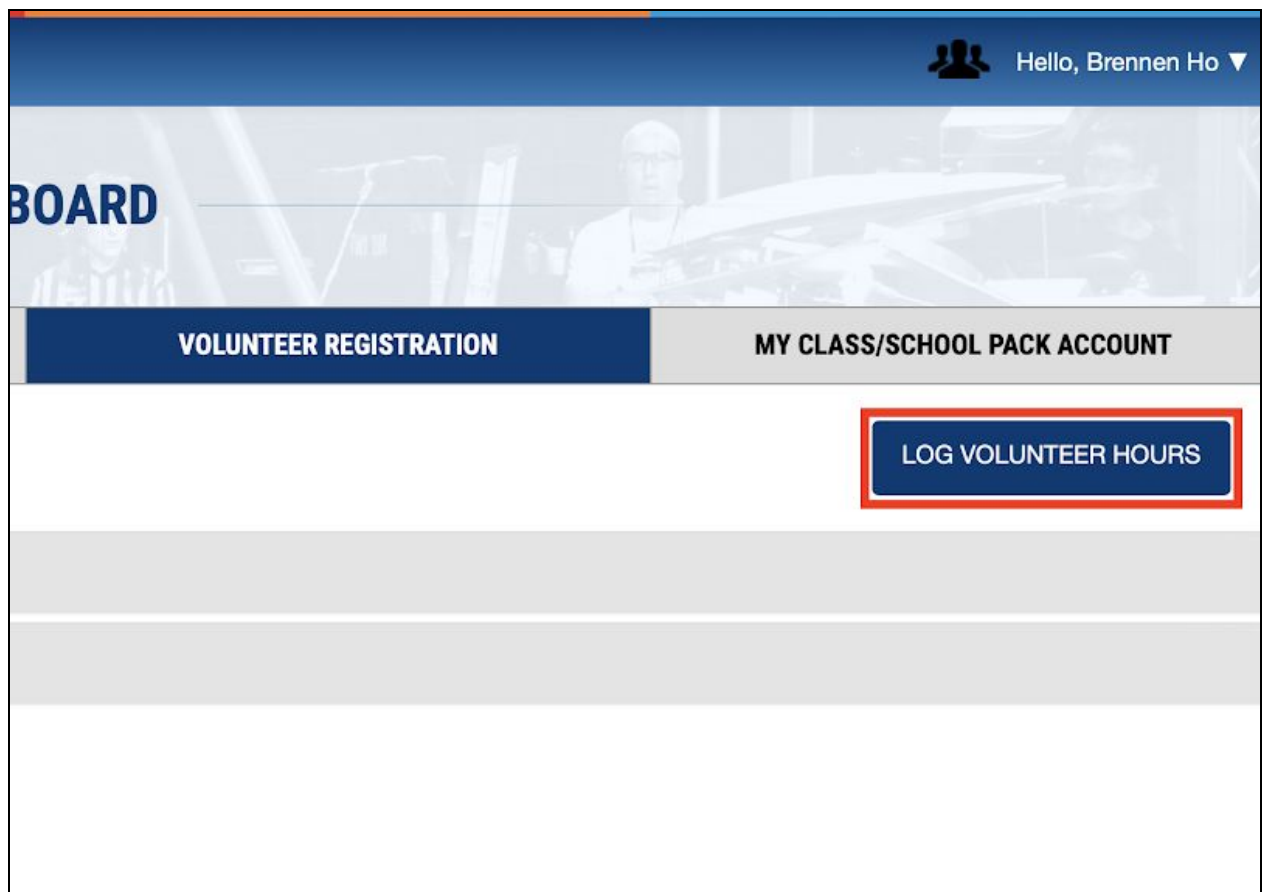

8. You're Done!

Once your volunteer spot is confirmed, make sure to put it on your calendar so you don't forget about it. Happy volunteering!

9. Claim Your Hours

After your event, navigate back to your FIRST Dashboard to input your hours. On the EVENT VOLUNTEERING tab, click the *Log Volunteer Hours* button.

On the next page, you can find all the events you have volunteered for. Click the pencil icon on the event that you want to add volunteer hours for.

Input the correct number of hours you volunteered for, then click submit.

Your all set! Make sure to log all your volunteer hours.