

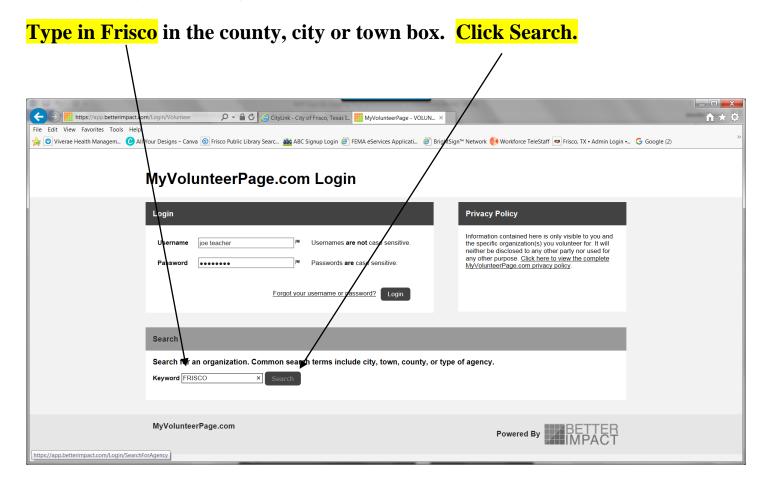
Online Registration for Volunteers

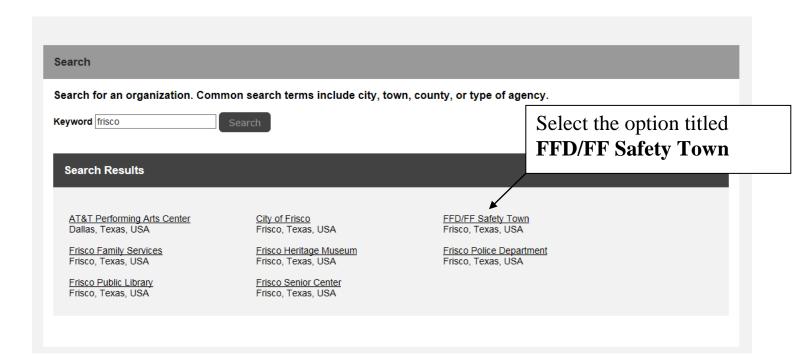
Thank you for registering to volunteer at Frisco Fire Safety Town. Please complete the required online registration. Once registered, you can log into your volunteer account to sign up for future events and volunteer opportunities, log your hours after you work, update your information and even contact me. <u>Please complete all requested information!</u> Thank you.

If you are already registered to volunteer with the City of Frisco but you have never volunteer with the Frisco Fire Dept. or Safety Town, you will need to add us as an organization.

You can use the following instructions to either complete a new application for new volunteers or add Frisco FD/FF Safety Town as an organization to existing City of Frisco volunteers.

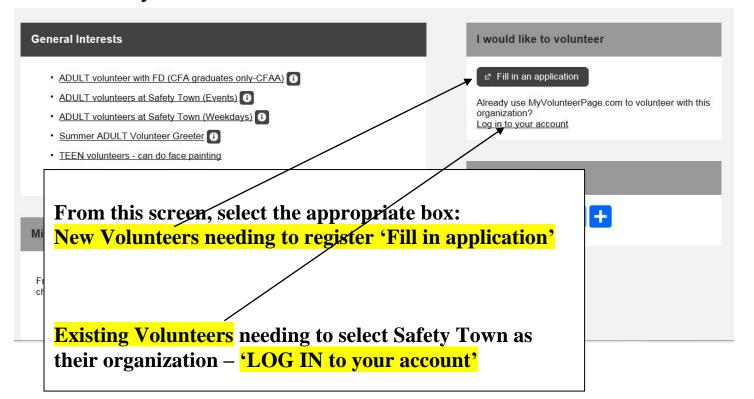
Go to www.MyVolunteerPage.com.







FFD/FF Safety Town

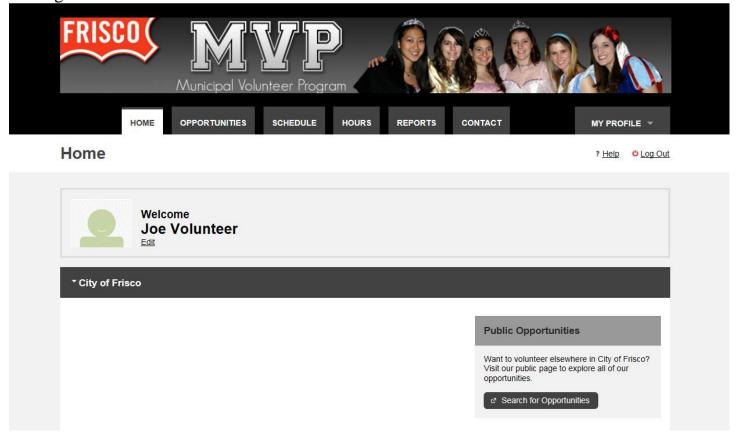


When updating or creating your profile....

• If you are affiliated with an organization such as **Frisco Ballet, Market Street, Frisco Women's League, Citizen's Fire Academy Alumni, Frisco ISD Teen for Community Service Hours** or other please make appropriate selection under the Additional Information Section.



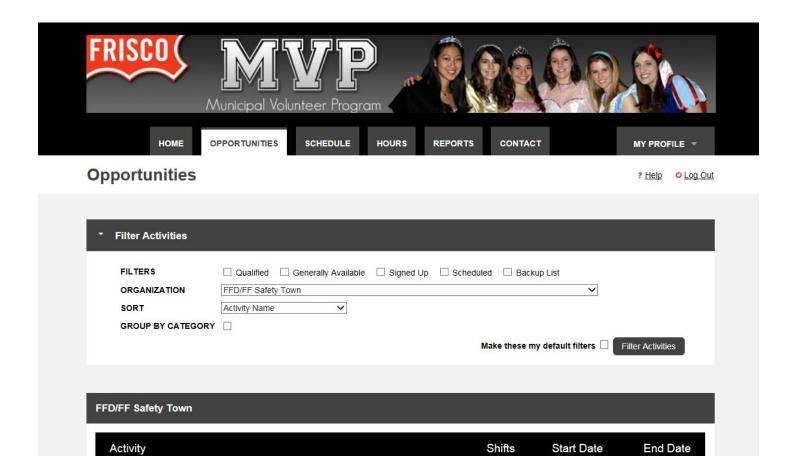
Log In—once on home screen, scroll to FFD/FF Safety Town for news, info and/or a personal message.



Filter Organization with drop -down window.

Select FFD/FF Safety Town.

Then Click the Filter Activities button on the right.

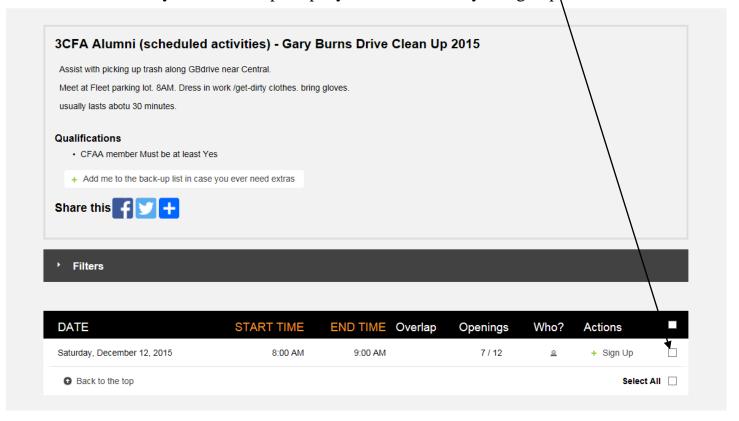


Scroll down until you find what you are looking for; Click on the activity (in blue letters) for which you want to sign up. Teens should look for only activities listed at 'TEEN'

	/			
3CFA Alumni (scheduled activities) - Decorate FFST Managers	0	1	12/5/2015	12/5/2015
3CFA Alumni (scheduled activities) - FD Birthday Parties-Central Station	0	1	12/12/2015	12/19/2015
3CFA Alumni (scheduled activities) - FD Birthday Parties-Station 4	6	1	11/21/2015	12/19/2015
3CFA Alumni (scheduled activities) - FD Birthday Parties-Station 5	/ 6	2	11/21/2015	12/19/2015
3CFA Alumni (scheduled activities) - FD Birthday Parties-Station 6	0	0	11/21/2015	11/21/2015
3CFA Alumni (scheduled activities) - FD Birthday Parties-Station 7	0	1	1/23/2016	1/23/2016
3CFA Alumni (scheduled activities) - FD Birthday Parties-Station 8	0	1	12/12/2015	12/12/2015
3CFA Alumni (scheduled activities) - Gary Burns Drive Clean Up 2015	0	1	12/12/2015	12/12/2015
3CFA Alumni (scheduled activities) - Merry Main Street	0	3	12/5/2015	12/5/2015
3CFA Alumni (scheduled activities) - Supply Run Volunteer Shifts	0	0	11/17/2015	12/31/2015
7Holiday Lights Event - 2ADULT Volunteer for Holiday event	0	2	12/11/2015	12/12/2015
7Holiday Lights Event - 3TEEN volunteer for Holiday event	0	1	12/11/2015	12/12/2015
7Holiday Lights Event - 5SANTA for Holiday Lights	0	0	12/11/2015	12/12/2015
7Holiday Lights Event - CleanUp & Decoration Removal at FFST Adults & TEENS	0	1	12/21/2015	12/21/2015

Then click the box under Sign Up for the appropriate shift, date, etc. If you want to work multiple dates you will need to sign up for each one separately.

Be sure to 'confirm' your shift if it prompts you to do so after you sign up,



Logging your Volunteer Hours for

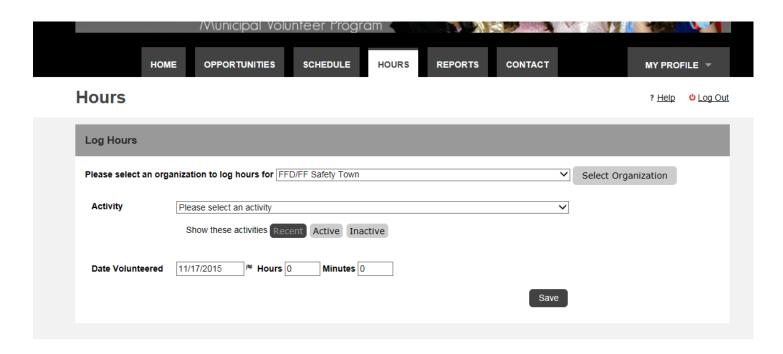


Please enter your hours each time you volunteer. Visit www.MyVolunteerPage.com and log in using the username and password you created when you registered. If you have forgotten your username and/or password, please contact Jennifer Tramel 972-292-6353 or jtramel@friscofire.com

Login In to get started entering your hours.

MyVolunteerPa	ge.com Login	
Login		Privacy Policy
Username Password	Usernames are not case sensitive. Passwords are case sensitive. Forgot your password? Login	Information contained here is only visible to you and the specific organization(s) you volunteer for. It will neither be disclosed to any other party nor used for any other purpose. Click here to view the complete MyVolunteerPage.com privacy policy.
Search		
Search for an organization. C	Common search terms include city, town, coun	ity, or type of agency.
MyVolunteerPage.com		Powered By BETTER IMPACT

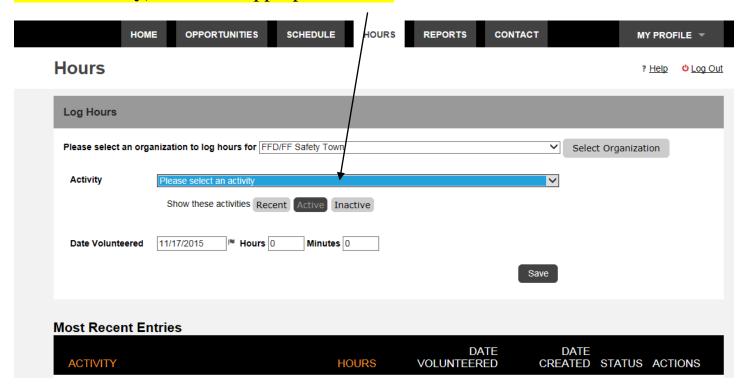
- 1. Select the Hours Log tab.
- 2. Select FFD/FF Safety Town
- 3. Select the appropriate Activity (example: Teen Volunteer Holiday lights)
- 4. Then **enter hours** under the Log Hours for FFD/FF Safety Town heading. Round up your time to the nearest quarter hour (15 minute increments.)



Additional Information About Entering Your Volunteer Hours.

- If you do not see the Activity—select the button that reads **Inactive**. The name of the activity here will be the same as the activity you 'signed up for' before the event.
- Once you enter your hours, they will not show in the system until they have been confirmed by Safety Town.
- We verify your hours (for confirmation online) by using the sign in sheets. Make sure you are signing in and signing out each time you volunteer.

Under Activity, Select the appropriate titles.



After the Activity is selected, then enter the date and the total number of hours/minutes worked. If your time is not in whole hours, Round up to 15, 30 or 45 minutes.

All adult volunteers 18 yrs and older will need to complete an annual background check. If you have not already done this or if you have any questions contact

Jennifer Tramel

Frisco Fire Safety Town Volunteer Coordinator itramel@friscofire.com

972-292-6353