

Bury Volunteer Bank Guide (Volunteers)

How to register on the Bury Volunteer Bank

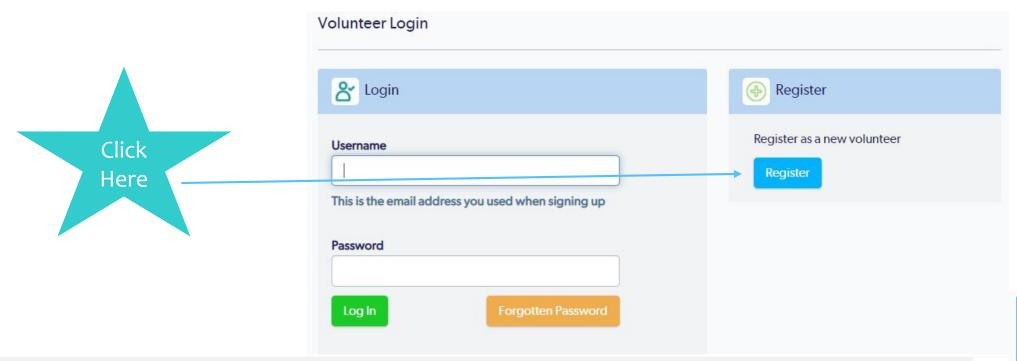


Visit our Bury VCFA Volunteer Page <u>www.buryvcfa.org.uk/volunteering/</u>





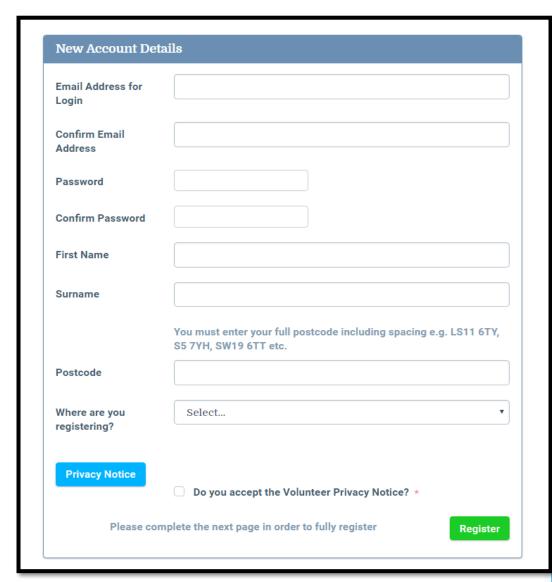
- Click 'Register as a new volunteer'
- Already registered? You can login with your username (e-mail) and password





Complete Register as a new Volunteer Form, please enter:

- Your e-mail
- Set up your password
- First and Surname
- Your Postcode
- Select how you are registering
- Please read then accept the Volunteer Privacy Notice
- Click 'Register'





Completing Your Volunteer Profile Form. You will now be asked to:

- 1. Enter your Contact details
- 2. Tick if you wish to be part of the *Volunteer Bank*
- 3. Select your 'Availability' to volunteer
- 4. Complete a description of your skills, achievements, experience etc.
- 5. Add your References (optional)
- 6. Upload a photo (optional)
- 7. Profile information including ethnicity, qualifications, employment status etc.
- Click 'Register' or 'Save' to complete your new volunteer registration



How to register on the Bury Volunteer Bank What happens next?

- 1. You will receive an email notification that you registration is pending and will be reviewed by the Volunteer Centre (Bury VCFA Volunteering).
- 2. Once we have approved your profile you will receive an email confirming your registration has been approved.
- 3. You can now login and begin searching and registering your interest for volunteer opportunities!



If you have any further questions or queries please contact us!



Contact

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