

Volunteer Sign Up Instructions

This document provides instructions on how to sign up to volunteer for a job in order to earn volunteer points.

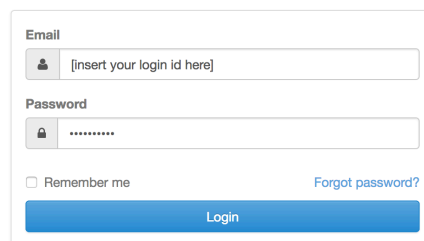
1. Go to <https://www.teamunify.com/Home.jsp?team=njstac>
2. Click on **Team Events** (located on the right hand side)



3. Locate the event/meet with a job sign-up
4. Click on “**Job Signup**” under that event



5. Login using your **STAC Team Unify id** and **password**

A screenshot of a login form. It has two input fields: 'Email' with a placeholder '[insert your login id here]' and 'Password' with a masked password '*****'. Below the password field is a checkbox labeled 'Remember me' and a link 'Forgot password?'. At the bottom is a blue 'Login' button.

Note: if you are already logged in, you will skip this step

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6. All available jobs will be listed, as well as the point value assigned to the job. Place a check mark next to the job you would like to sign up for and click on “**Signup**”

Point value is listed

Click on the white box to sign up for a job

Click on Sign up

7. Under **Optional Contact Info**, enter the mobile phone number that you (or the volunteer) can be reached at the day of the meet. Then click **Sign Up**

Please Supply Your Volunteer's Information

Please provide any additional contact information for the person who will actually be doing the work.

Optional Contact Info: 867-5309

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....and that's it! You are now signed up for a job!
Next step, show up the day of and check in with a Meet Coordinator.