

AB Families,

Thank you in advance for all that you do to make our swim meets and other projects that support the team possible. We couldn't run this program without you or your support. We are in the process of updating our volunteer records and we need your assistance.

The YMCA utilizes a system called VolunteerMatters.org to track all volunteer participation and the Anderson Barracudas' volunteers will begin to utilize this system soon. **It will not replace Team Unify**, but will be used as an additional resource to help us organize our volunteers.

VolunteerMatters.org assists the YMCA as we work to build our volunteer force that continues to make a huge impact in all areas of the Y experience. This system allows the Y to track vital information such as participant contact information, credentials (such as background checks, waivers, trainings, and agreements need for specific activities) as well as provides a portal for volunteers to record the hours of service provided. Part of this process is to sign the Waiver of Liability and the Volunteer Relationship Agreement and the 2 child protection/abuse prevention documents that all Y volunteers have to complete before they volunteer. All volunteer efforts translate into positive impact and the Y wants to be able to document your gift of service and share that great news with others. It also helps us to plan accordingly as we grow projects and programs to meet the needs of our community.

We will be including all of the volunteers who help make the competitive swim programs possible across the association. Unlike Team Unify, VolunteerMatters.org requires each individual to have their own account. If you already volunteer at the Y for other activities, you may already have an account and we will use the same one. Please let Stephanie Grandy know if this is the case. If you do not have an active account, here is your opportunity!

Who needs an account?

**All volunteers who assists with a swim meets or other projects must create an individual account in the system.** This means we are asking that everyone: parents, grandparents, friends, even the swimmer - anyone who volunteers on your swimmer's behalf - needs an account. This may be the only time you use VolunteerMatters.org as we will continue to use Team Unify to register for the meets and activities.

The screenshot shows the 'ME Lyons Swim Team - Meet Volunteers' page. The main content area has a title 'ME Lyons Swim Team - Meet Volunteers' and a sub-header 'ME Lyons Swim Team - Meet Volunteers'. Below this is a large photo of a swimmer in a pool. To the right of the photo is a map showing the location of the swim team. Below the map is a calendar for March 2022. At the bottom of the page is a table with columns for 'Date', 'Time', 'Location', 'Volunteer', and 'Status'. The table lists several volunteers and their status for various dates in March.

## How do I create an account?

Each person should go to the ME Lyons Swim Team – Meet Volunteer web page link:

<https://cincinnatiymca.volunteermatters.org/project-catalog/854>

Scroll down to the bottom of the page, *How You Can Help: Work a Shift*. Select any of the blue Volunteer buttons and click. It doesn't matter which date as this is just for creating an account purpose.



It will take you to the Volunteer Sign-Up! page.

If you do not have an account, click on the REGISTER NOW button and the system will walk you through the sign up process.

If you already have an account, click the LOGIN button and put in your username and password. You can click the SIGN UP button and you are all set.

To confirm your registration, you will receive an email stating that you have registered.

We are asking all volunteers to create their account by October 31<sup>st</sup>.

Thank you for your assistance with this transition. It will allow the Y to provide excellent support for our volunteer needs moving forward.

If you have any questions about registration process or the background checks, please contact me.

Thank you for all you do to make Anderson Barracudas a success!

NEED A UNIQUE EMAIL ACCOUNT, TRY THIS HACK:

Volunteermatters requires that everyone has a unique email to create an account. If you are making an account for someone without an email, you can use this hack if you have a Gmail account.

Simply take your email and add (+name) to it. It will then send all emails to the primary account but the system will believe it is a unique email.

For example: primary account is [MOM@gmail.com](mailto:MOM@gmail.com)

To create another account: [MOM+child1@gmail.com](mailto:MOM+child1@gmail.com), or [MOM+son@gmail.com](mailto:MOM+son@gmail.com),