

Erie.Voly.Org Training Opportunities

"Introduction to Erie.Voly.Org" – April 25

This hands-on training is designed for nonprofit, school and government leaders who are **new** to Erie.Voly.Org. Participants will learn how to:

- Create volunteer opportunities with photo.
- Edit and duplicate volunteer opportunities to save time.
- Manage volunteers' responses.
- Assign hours to volunteers after the conclusion of events.
- Utilize social media to get the most out of Erie.Voly.Org to recruit volunteers.



Tuesday, April 25 - Session 1: 10:30-12:00 -or- Session 2: 1:00-2:30

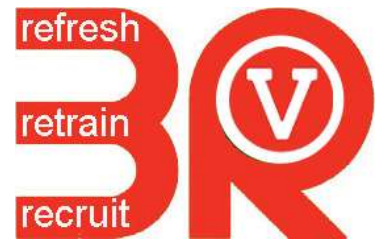
Sandusky Library Computer Lab, 2nd Floor.

Seating is limited to 10, so be sure to register.

"Refresh, Retrain, Recruit Volunteers" – May 24

This training is designed for nonprofit, school and government leaders who are **familiar** with Erie.Voly.Org. After a quick review of basic procedures, participants will:

- Learn how to download volunteer contact information to a spreadsheet.
- Learn how to "automatically" approve a volunteer for an event
- Learn how administrators can enroll a volunteer to an event.
- Learn how to utilize the Team function works.
- Explore new features demonstrated by Judy Shannon, Voly.org staff, Dallas, TX, via Skype.
- Q/A session and discussion on how to boost volunteer recruitment.
- While this is not a hands-on training, participants may bring a laptop to follow along.



Wednesday, May 24 - 2:00-4:00 PM - Sandusky Library Conference Room, 2nd Floor

This training is brought to you by....

THE VOLUNTEER  CENTER OF ERIE COUNTY

Registration is required for both workshops. Contact The Volunteer Center @ 419.627.0074 or email chris.zess@thevolunteercenter.com to reserve your seat!