



Allforgood.org is a free volunteer database where organizations can post volunteer opportunities and volunteers can seek out opportunities based on location. Each organization is responsible for posting and administering its own opportunities on the site. Join us in our efforts to promote volunteerism in our community by creating an account for your organization as well as endorsing the website through your social media channels. The more organizations that join the platform, the easier it will be for volunteers in the area to find meaningful volunteer opportunities.

Organization Account Set-Up

Step 1: Select “Register an Organization” at the top of the allforgood.org webpage

Step 2: Complete the information under “Tell us about your organization” – Hit “Save” at the bottom when finished

Step 3: You will be prompted to create an account – **do not use your personal account, you will rather use a work-related email address for this (it can be changed later if needed). Use an email that is checked regularly so that when volunteers sign up, you are notified and can communicate accordingly with them. Be sure to remember your password!**

Step 4: Insert your organization’s logo and a photo

Step 5: Under “Volunteer Projects” select “Start a Project” (*note that if you do not post any sort of project, your organization will not show up on the search page*)

Option 1: Input information about your specific volunteer opportunity as the allforgood website directs. Volunteers can view your project and select “join now” which will send you an email with the volunteer’s information and project they signed up for. You can follow-up with them via email from there.

Option 2: If you would like to post your opportunity so it is visible on the allforgood search page, but would like your volunteers to sign up elsewhere, enter the “Project Title” as the name of the opportunity (i.e. Day of Caring 2017). Enter all other information on the page to match the opportunity. On the next page, under “Tell Your Community More About Your Project,” include the link of the sign-up page you would like your volunteers to use. (Example: The United Way is hosting Day of Caring, but doesn’t want to use the sign-up on the allforgood.org page. They would enter the opportunity, and ask that volunteers sign up on their Google Forms page so they don’t have to individually email each volunteer after they’ve signed up. Please note, if the volunteer does not thoroughly read the instructions, they may still click “Join Now” in which case you will then need to email the link to them manually for them to sign up). If you have a webpage strictly designed for volunteer sign-ups, use an option similar to #2 by putting the link to the webpage under “Tell Your Community More About Your Project.” The “Project Title” could be something like: “Volunteer with ____ (your organization).”

Step 6: Be sure that your project is linked with your organization.

Tips and Hints

- *Find a way that this platform works best for your organization – you may need to be a little creative*
- Use key words that accurately describe the type of project(s) you have – volunteers can search for projects using key words (i.e. the keyword “advocate” will bring up advocacy type projects/opportunities)
- Be sure that your project is linked with your organization when you are creating it
- You may enter the # of volunteers you need, but the project posting will not disappear from the search page when the desired # is hit. Volunteers will still be able to sign up – you will need to monitor this on your own
- You cannot close/hide a volunteer opportunity once it has been posted unless you delete the project – be cautious of deleting anything, as your volunteers who signed up will be deleted also
- **You can share your projects/organization on your social media page(s)!**
- The administrator will receive an email after a volunteer has joined their project
 - Includes volunteer’s: name, email address, and the project they signed up for
- If you select the project and then scroll to the bottom of the page, there’s an option to send an email to all volunteers who are signed up for the project – send updates, newsletters, etc. through this tool
- Once you have posted your first project, the pink “Start a Project” button will no longer appear on your organization’s profile page – you will need to select “Start a Project” from the top menu bar for additional projects
- You have the option to “Remove Participant” from a project – you will need to manually notify them that they have been removed
- Once the “end date” and “end time” of the project has passed, the project will not disappear on the search page
- You may have more than one volunteer opportunity posted at any given time
- Allforgood.org is sponsored by Points of Light
- You cannot currently search for volunteers through allforgood.org
- Questions? Email website administrators at admin@allforgood.org
 - Additional questions may be directed to the United Way at agearthart@uwmower.org