

Volunteer Registration

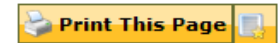


1. Go to <http://www.myarmyonesource.com>
2. Click register

Volunteer Registration



[Register](#)



1 Registration is Free and Secure - [Join Now!](#)

- Signing up is quick and easy
- Your information will not be shared – ever
- You will not receive any unwanted e-mails

2 Access to Resources Only Available to Registered Users

- Track and record your volunteer hours
- Take online training courses
- Browse Library Resources

JOIN NOW!

Click "Join Now"

Volunteer Registration

Site Registration

Register for this site.

Registration Form

* First Name

* Last Name

* User Name

* Password

* Confirm Password

* Email

Address


Address cont.

* City or Town

State

Zip or Postal Code

Country

* Military Community Affiliation 

* Proximity to Nearest Installation ☐ 0 - 14 miles
☐ 15 - 24 miles
☐ 25+ miles

* Component ☐ Active
☐ Guard
☐ Reserve
☐ N/A

- ✓ Add all personal information...anything with an (*) is a required field.
- ✓ For Military Community Affiliation, scroll a short distance down to find Lewis-McChord located under the heading IMCOM R

Becoming A Volunteer



SITE REGISTRATION:

- ✓ Review your information
- ✓ Click "Register"
- ✓ The page will refresh then click "continue"
- ✓ Now you should see this screen:
- ✓ Click "Volunteer Tools"

Becoming a Volunteer

The screenshot shows a web application with a top navigation bar containing several tabs: "Volunteer Opportunities" (highlighted in yellow), "Volunteer Coordinators", "Volunteer Activity", "Service Record (VSR)", "Annual Summary", "Profile", "Hours History", and "Application History". Below the navigation bar is a header section with a globe icon and the text "Volunteer Opportunities". A descriptive paragraph follows: "The Volunteer Opportunity displays available volunteer positions for a selected community. Volunteer positions may be viewed, printed, or applied for by the logged in registered user." The main content area contains a search form with the following fields: "Community" (with a dropdown menu showing "----Lewis-McChord"), "Organization Group" (with a dropdown menu showing "All"), "Organization" (with a dropdown menu showing "All"), "Select State/Region" (with a dropdown menu showing "All"), and "Postal Code (i.e. 99999 or A B 2C3)" (with a text input field). Below these fields are two buttons: "Search" and "Clear Search Filters". A black arrow points from the "Opportunity Locator Tab:" text below to the "Community" dropdown menu.

Volunteer Opportunities

The Volunteer Opportunity displays available volunteer positions for a selected community. Volunteer positions may be viewed, printed, or applied for by the logged in registered user.

Community
Type in your community search or click arrow to view all
----Lewis-McChord

Organization Group
All

Organization
All

Select State/Region
All

Postal Code (i.e. 99999 or A B 2C3)

Search Clear Search Filters

Opportunity Locator Tab:

- ✓ Community is listed as Lewis-McChord
- ✓ You can filter by Organization Group and Organization
- ✓ State/Region is selected as "ALL"
- ✓ Postal code should be left blank

Apply for Position

<input type="button" value="Cancel"/>	<u>Facilitator</u>	<input type="button" value="Apply"/>
Posted	8/17/2006	
Community	Joint Base Lewis-McChord	
Organization	Army Family Action Plan (AFAP)	
Position Type	Permanent Job	
Purpose	Unspecified	
Position Summary	Individual will manage a delegate group of 8-12 individuals.	
Duties	<ul style="list-style-type: none">•Serve as neutral steward of workgroup.•Keep workgroup focused during breakout sessions.•Encourage participation by group members.•Maintain timeline set forth by AFAP Coord.•Work with group Recorder, Transcriber, Issue/Staff Support Personnel, & Subject Matter Experts for accurate reporting of issues.•Ensure delegates complete symposium evaluation forms & forward to AFAP Coordinator.•Ensure concise & precise wording of proposed issues & recommended solutions.•Focus energy of the group on a common task.•Suggest alternative methods & procedures.	

Selected volunteer position

- ✓ Read through description duties
- ✓ Click “apply” in right corner

Complete and Submit

Volunteer Application

[Privacy Act Advisory Statement](#)

When you submit this page, the information below is emailed to the Army Volunteer Corps Coordinator (AVCC) and Organization Point of Contact (OPOC) responsible for the position you've selected. He or she will contact you with additional questions or instructions on what to do next.

Fill in missing contact information or update the current information. You may use the Note field for supplemental information on your goals, qualifications, related experience, availability, preferences, limitations, etc. A confirmation message with contact information will be emailed to you at the address you provide here.

The "Applications" menu option displays a list of the Volunteer Applications you've submitted. There you can view their status, update and resubmit them, or delete them once you're accepted for a position.

Position

Position Assistant Secretary

Organization Outreach/Kontakt Wiesbaden e.V.

User Profile

Email

* Address Line 1

Address Line 2

* City

* State

* Zip

Country

Spell Check

Submit

Cancel

Review your information

- ✓ Anything with an (*) is a required field
- ✓ Click "submit"

Application History

Volunteer Tools

Volunteer
Opportunities

Volunteer
Coordinators

Application
History



Application History

← Back to Map

Provides a record of all positions that you have applied for, and their current status; submitted, approved or denied.

Volunteer Applications

Submitted	Organization	Position	Status	Manager	Action
3/21/2011	2-3 FA Bn., 1BCT, 1 AD	A Battery FRG Co-Leader	Submitted		Edit

Once you submit an application, you are able to view the status.

What happens next?

➤ Emails

- Email confirmation is sent to the Volunteer
- Email notification of volunteer application sent to base Volunteer Office and Organization Point of Contact (OPOC)
- Volunteer should make contact with the organization OPOC

➤ Application Review

- Approved
 - Viewable in Application History
 - Position now appears in your Volunteer Activity Tab

Already a Volunteer?

The screenshot shows the Army OneSource website interface. At the top, there's a navigation bar with links like 'Login', 'Live Chat Support', 'Home', 'Register', and 'Help'. Below this is the 'ARMY OneSource' logo and a search bar. A secondary navigation bar lists various services: 'Family Programs and Services', 'Health Care', 'Soldier and Family Housing', 'Child, Youth and School Services', 'Education, Careers, and Libraries', 'Recreation, Travel and BOSS', and 'Communities and Marketplace'. On the right, there's a 'Already a Member? Login Here!' box with fields for 'User Name' and 'Password', a 'Login' button, and a link for 'Forgotten your password?'. The main content area is titled 'Volunteer Tools' and contains several tabs: 'Volunteer Opportunities', 'Volunteer Coordinators', 'Volunteer Activity' (highlighted in yellow), 'Service Record (VSR)', 'Annual Summary', 'Profile', 'Hours History', and 'Application History'. Below these tabs is a 'Volunteer Activity' section with a 'Back to Map' button. It contains a table titled 'Open Services - Current Army volunteer positions' with columns for 'Started', 'Position', 'Organization', 'Status', and 'Total Hours'. The table lists three positions: 'Deployment Readiness' (24.00 hours), 'Advisory Council Secretary' (0.00 hours), and 'Greeter 2' (0.00 hours). To the right of the 'Total Hours' column, there are three blue links labeled 'Hours', each enclosed in a red box.

Started	Position	Organization	Status	Total Hours	Hours
07/19/2011	Deployment Readiness	Army Family Team Building (AFTB)	Active	24.00	Hours
07/18/2011	Advisory Council Secretary	Army Family Action Plan (AFAP)	Active	0.00	Hours
07/18/2011	Greeter 2	Chapel - General	Active	0.00	Hours

Log in with username and password

✓ Click “volunteer tools”

✓ To add hours – click the “Volunteer Activity” tab and then ‘hours’ to the far right of the position

Add Volunteer Hours

Volunteer Tools

Volunteer Opportunities

Volunteer Coordinators

Volunteer Activity


Service Record (VSR)

Annual Summary

Profile

Hours History

Application History

 **Volunteer Activity**

[← Back to Map](#)

Log your volunteer hours and manage your volunteer trainings, awards, and other volunteer services.

Starnes FRG Assistant, Army Family Team Building (AFTB), Test Community

Status

Date	Hours	Hours Type	Status	Note
We're sorry, there are no records to display.				

Add For Open Dates


Add For Day

Add For Period

Return

- ✓ Add current volunteer hours using the 'Add For Open Dates' or 'Add For Day'
- ✓ Add past volunteer hours using the 'Add For Period'

Submitting Volunteer Hours

 Volunteer Activity

← Back to Map

Log your volunteer hours and manage your volunteer trainings, awards, and other volunteer services.

AFTB Clerk I, Army Family Team Building (AFTB), Test Community

8/1/2011 - 9/17/2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	08/01 <input type="text"/>	08/02 <input type="text" value="2"/>	08/03 <input type="text" value="1.5"/>	08/04 <input type="text"/>	08/05 <input type="text"/>	08/06 <input type="text"/>
08/07 <input type="text"/>	08/08 <input type="text"/>	08/09 <input type="text"/>	08/10 <input type="text"/>	08/11 <input type="text" value="2"/>	08/12 <input type="text"/>	08/13 <input type="text" value="24"/>
08/14 <input type="text"/>	08/15 <input type="text"/>	08/16 <input type="text"/>	08/17 <input type="text"/>	08/18 <input type="text"/>	08/19 <input type="text" value="3.5"/>	08/20 <input type="text" value="11"/>
08/21 <input type="text"/>	08/22 <input type="text" value="2"/>	08/23 <input type="text"/>	08/24 <input type="text" value="3"/>	08/25 <input type="text" value="0.5"/>	08/26 <input type="text"/>	08/27 <input type="text"/>
08/28 <input type="text"/>	08/29 <input type="text"/>	08/30 <input type="text" value="1.25"/>	08/31 <input type="text" value="2.5"/>	09/01 <input type="text"/>		


Save Cancel

Hours certified by the OPOC are shown in green and cannot be edited. For administrative reporting reasons, the deadline for entering hours for a service performed during a given month is the 15th of the following month--after the 15th, hours cannot be entered for dates in the previous month. The data entry boxes for dates for which hours cannot be added or edited are colored gray.

- ✓ Outstanding hours must be submitted by the 13th of each month for the previous month's contributions
- ✓ Once hours have been submitted, click save

Volunteer Service History

[Volunteer Opportunities](#)[Volunteer Coordinators](#)[Volunteer Activity](#)[Service Record \(VSR\)](#)[Annual Summary](#)[Profile](#)[Hours History](#)[Application History](#)

 **Volunteer Activity**

Log your volunteer hours and manage your volunteer trainings, awards, and other volunteer services.

Open Services – Current Army volunteer positions

Started	Position	Organization	Status	Total Hours
08/13/2019	Family Resource Center Volunteer	Family Resource Center (FRC)	Active	0.00
Total Submitted and Certified Hours (day and period)				0.00

Closed AVC Services – Past Army volunteer positions

Started	Position	Organization	Status	Total Hours
11/06/2009	Memorial Stadium Mosaic Project Volunteer	Cowan/Memorial Stadium	Finished	2.50
Total Submitted and Certified Hours (day and period)				2.50

Non-AVC Services – Volunteer activity outside of the Army

Started	Position	Organization	Status	Total Hours
03/01/2014	Volunteer	Habitat for Humanity	Active	75

[Add New](#)

Awards and Special Recognition

Received	Type of Award or Special Recognition	Presented By	Certified
05/30/2019	Certificate of Appreciation	ACS: Army Volunteer Corps (AVC)	No

[Add New](#)

Training

Completed	Type of Training	Hours	Presented By	Certified
05/23/2014	OPOC Training	2	ACS: Army Volunteer Corps (AVC)	No

[Add New](#)

Orientations

Files

Date	File Name/Description	Size	Staff	Community
08/13/2019	DD 2793, Volunteer Agreement - Mar 18.pdf	47 KB	Parker, Lori	Lewis-McChord

Add Awards, Trainings, Non-AVC Service and view files uploaded in your VMIS account under your Volunteer Activity Tab

Questions



- **Need help? Call IVC Program Manager
at 253-967-2324**
- **Email: lori.j.parker2.civ@mail.mil**