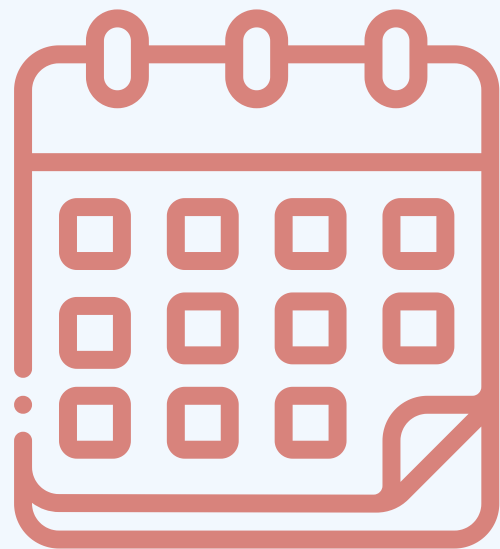
A circular arrangement of colorful confetti pieces in shades of blue, red, yellow, and green, surrounding the central text.

# A Volunteer's Guide to **Civic Champs**

# About Civic Champs

Civic Champs is a volunteer management platform that supports non-profits with volunteer programs.

We help your non-profit to...



Get the word out about upcoming events



Communicate exciting opportunities and updates



Keep track of the hours you have contributed



# Have a question?

Check out our Help Desk resources.

[Support for  
Volunteers](#)



**Contact Customer Success.**

✉ [help@civicchamps.com](mailto:help@civicchamps.com)

Begin creating your Civic Champs account by clicking the link in the email or text you will receive.



Feb 23 at 03:08 PM

Hi Sylvia, Civic Champs Demo has added you as a volunteer. To active your account, please follow this link  
[https://welcome.civicchamps.com/invite/\\_yy-Ptihsh1](https://welcome.civicchamps.com/invite/_yy-Ptihsh1)



Type a message



**Your Organization**

has added you as a volunteer



Habitat For Humanity Of Monroe County via Civic Champs <do-not-reply@civicchamps.com>  
Habitatmonroe

[View Habitat's Profile](#)

Aug 16, 2022, 3:33 PM



[Save email as template](#)

Hello Sylvia,

Habitat For Humanity Of Monroe County has just added you as a volunteer.

You can claim your Civic Champs profile and verify you are a volunteer for Habitat For Humanity Of Monroe County by clicking on the link below and creating your account. Your account will allow you to track volunteering time for Habitat For Humanity Of Monroe County, sign up for volunteer opportunities, and volunteer for other organizations in your community.

[Sign Up](#)

Thank you,  
Civic Champs Team

contact us if you have in questions or concerns: [help@civicchamps.com](mailto:help@civicchamps.com)

# Create your account

Set a password.

Create Account

Hi Sylvia

Civic Champs Demo has invited you to join Civic Champs to help them track your volunteer hours. Please complete our simple sign up below and we will get you connected to your account.

Log-in

Additional Information

Verify

Email

sylvia+sc@civicchamps.com

Password

Confirm Password

Next

Enter your profile information.

Create Account

Hi Sylvia

Civic Champs Demo has invited you to join Civic Champs to help them track your volunteer hours. Please complete our simple sign up below and we will get you connected to your account.

Log-in

Additional Information

Verify

First Name

Sylvia

Last Name

SC

Email

sylvia+sc@civicchamps.com

Mobile Phone

Home Phone

☐ I am 13 years or older

Back

Next

Confirm your account.

Create Account

Does everything look correct?  
Please take a moment to verify your account details.

Log-in

Additional Information

Verify

Log-in

Email

sylvia+sc@civicchamps.com

Password

\*\*\*\*\*

Confirm Password

\*\*\*\*\*

Back

Additional Information

First Name

Sylvia

Last Name

SC

☒ I am 13 years or older

Create Account

# Download the Civic Champs App in your App Store!



**Civic Champs** 4+

Seamless Volunteering

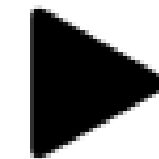
Civic Champs, Inc.

★★★★★ 4.7 • 50 Ratings

Free

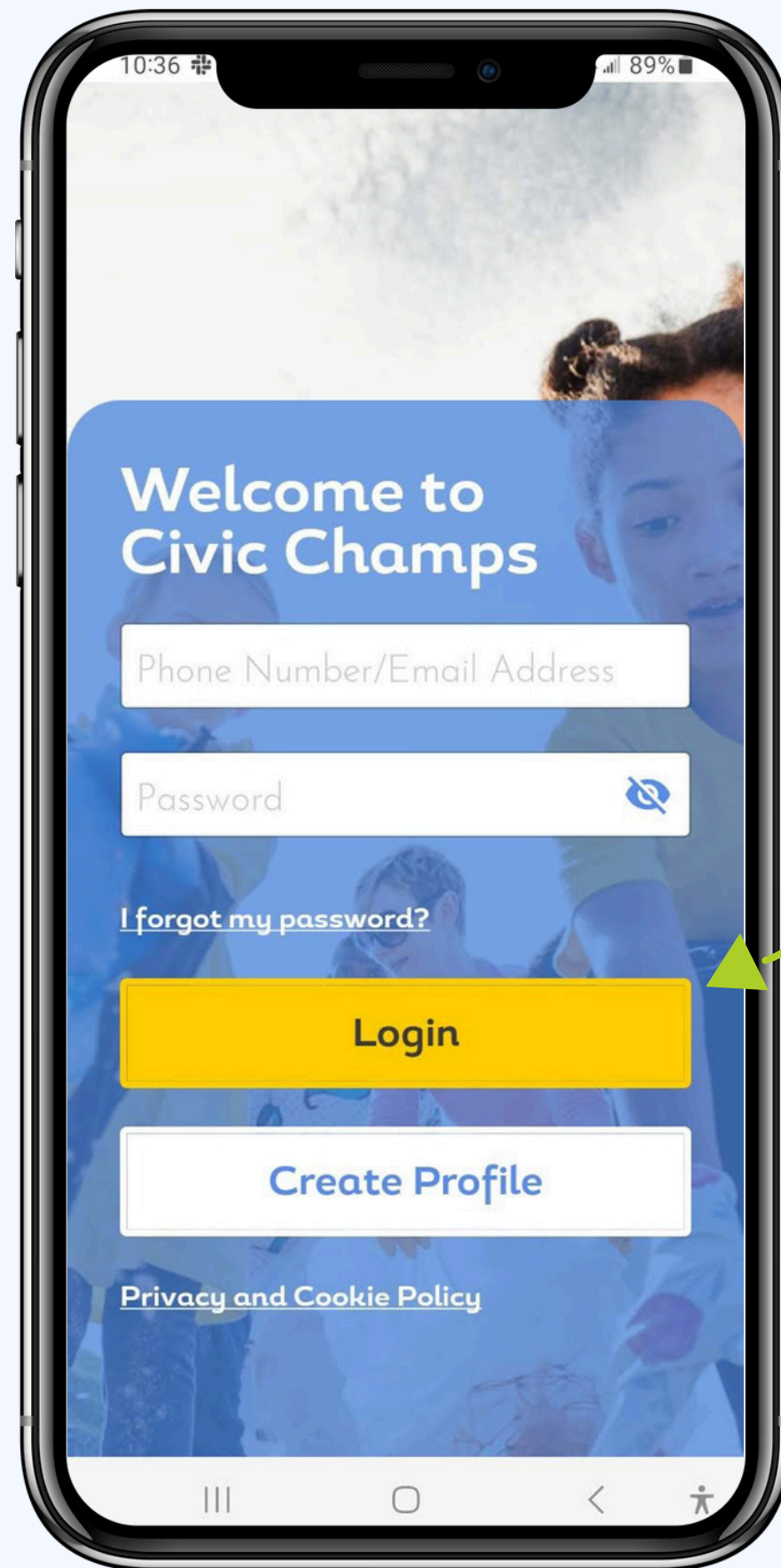


Download on the  
**App Store**



GET IT ON  
**Google Play**





Enter the username and password for your newly created account and click Login.

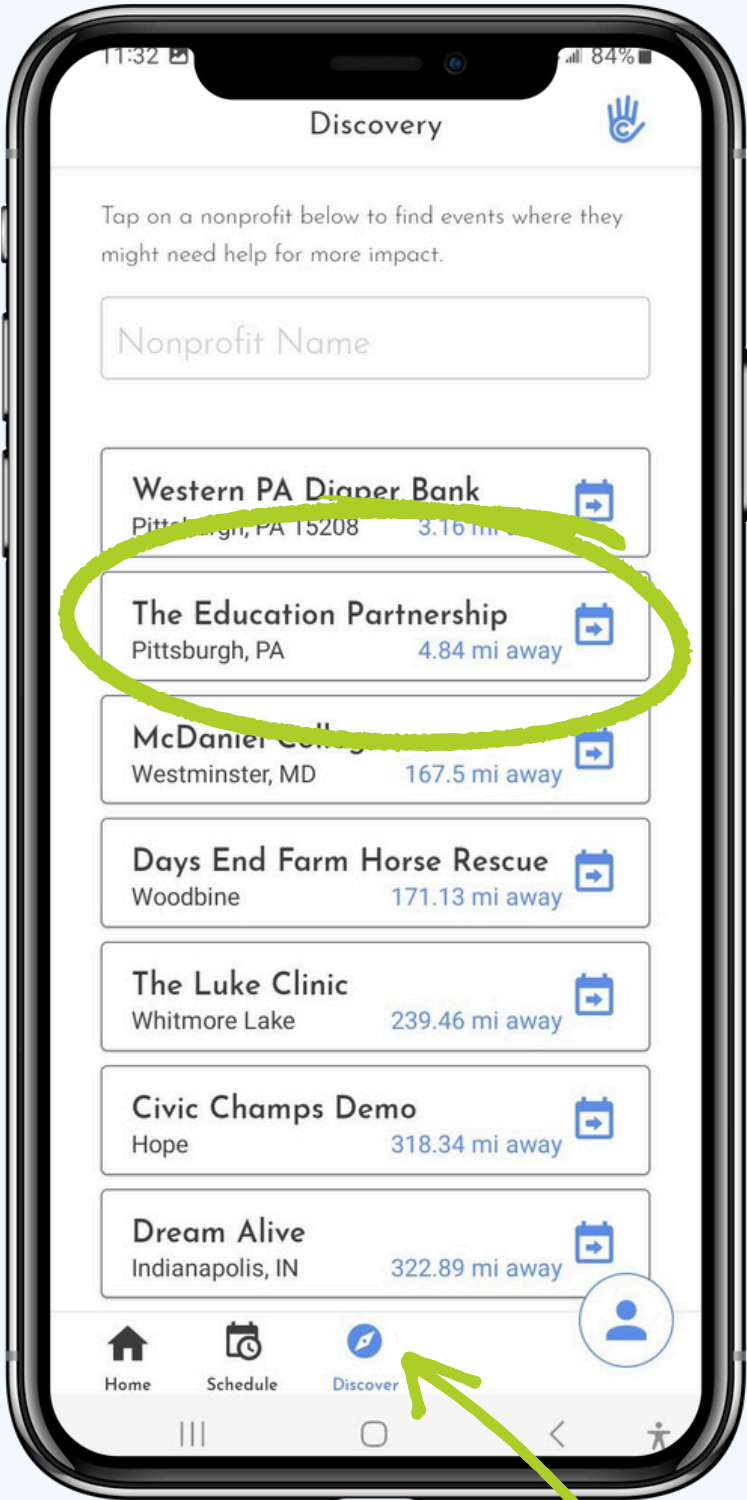
**Click Login**

# Register to volunteer in the app

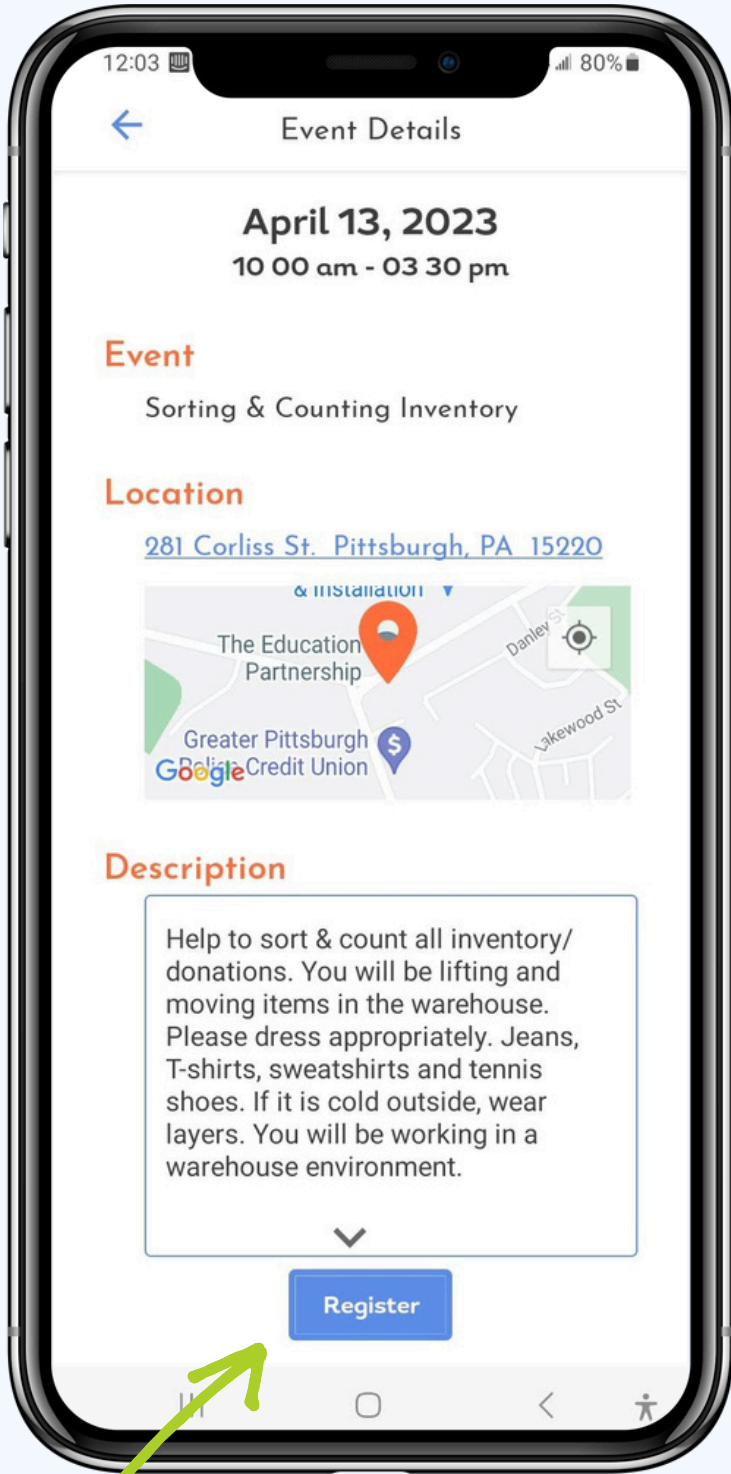
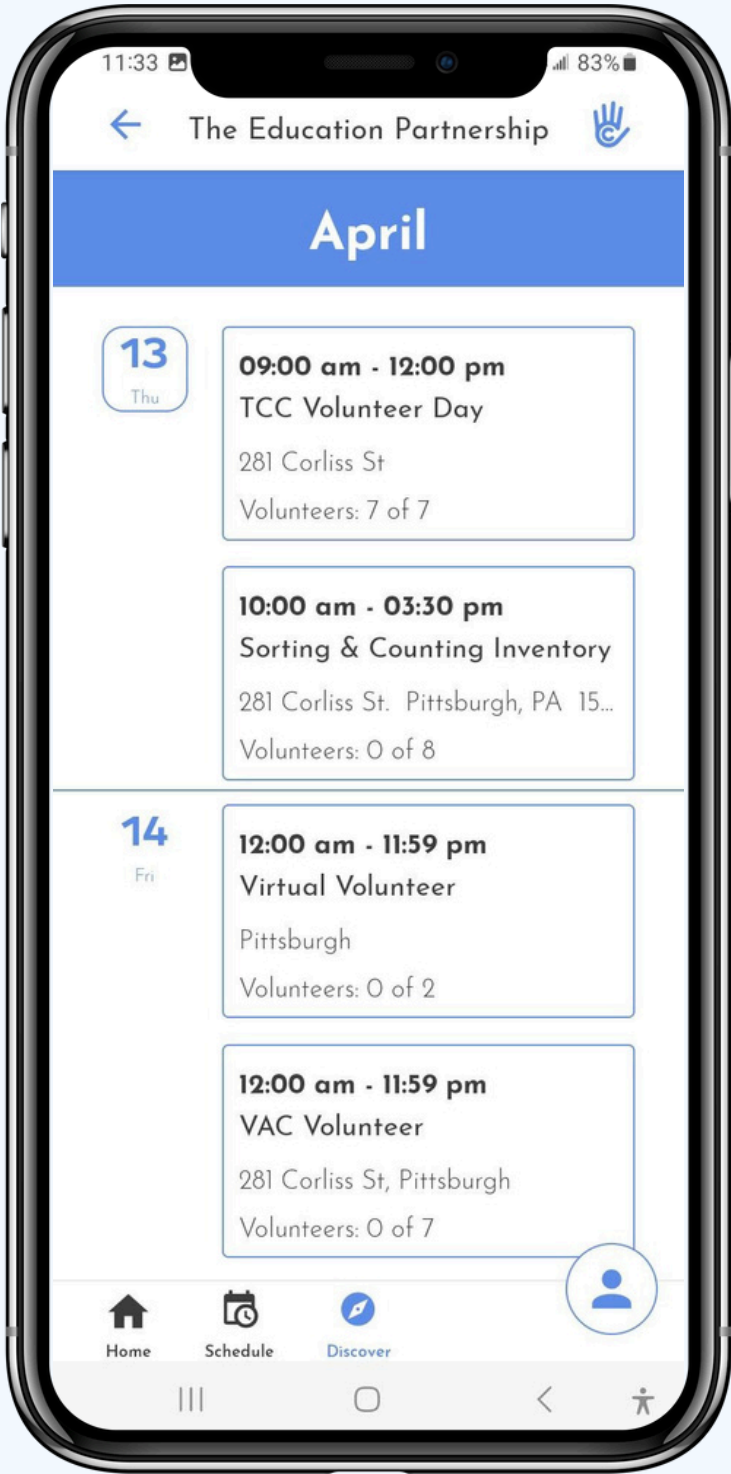
Tap your organization's name in the Discover tab.

Scroll through your organization's upcoming events.

Click into an event to view additional information and register.



Click Discover



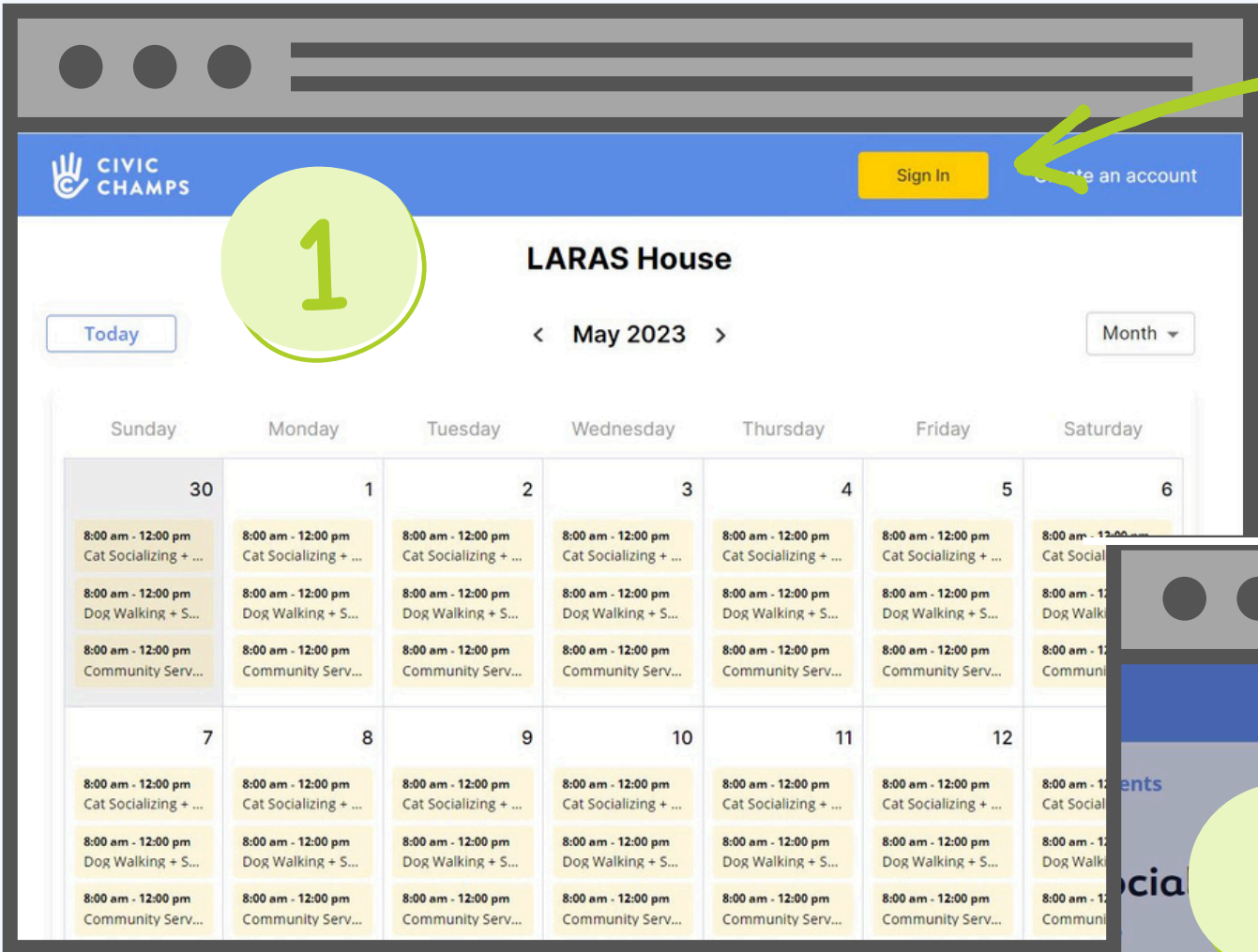
Click Register



# Register to volunteer through a browser

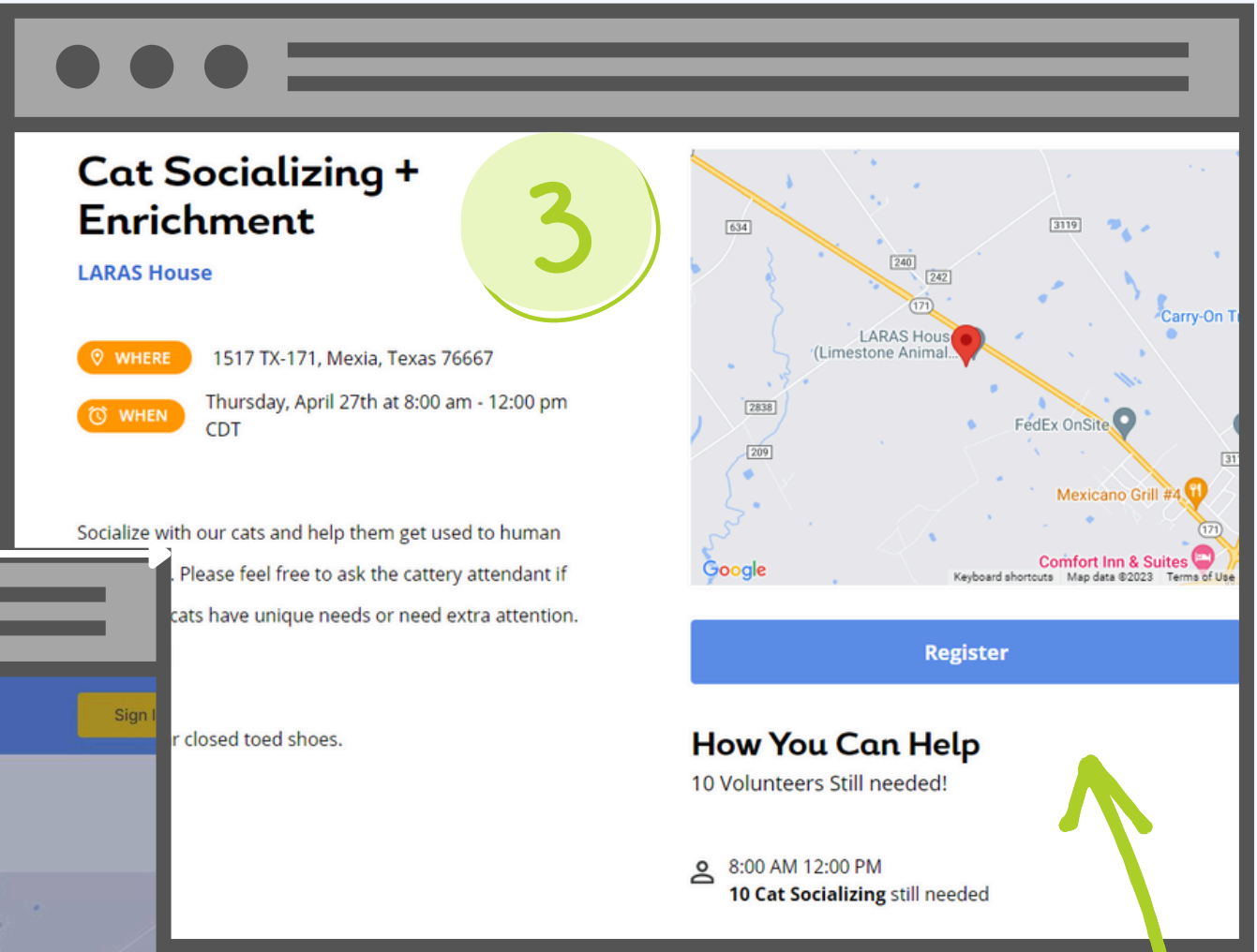
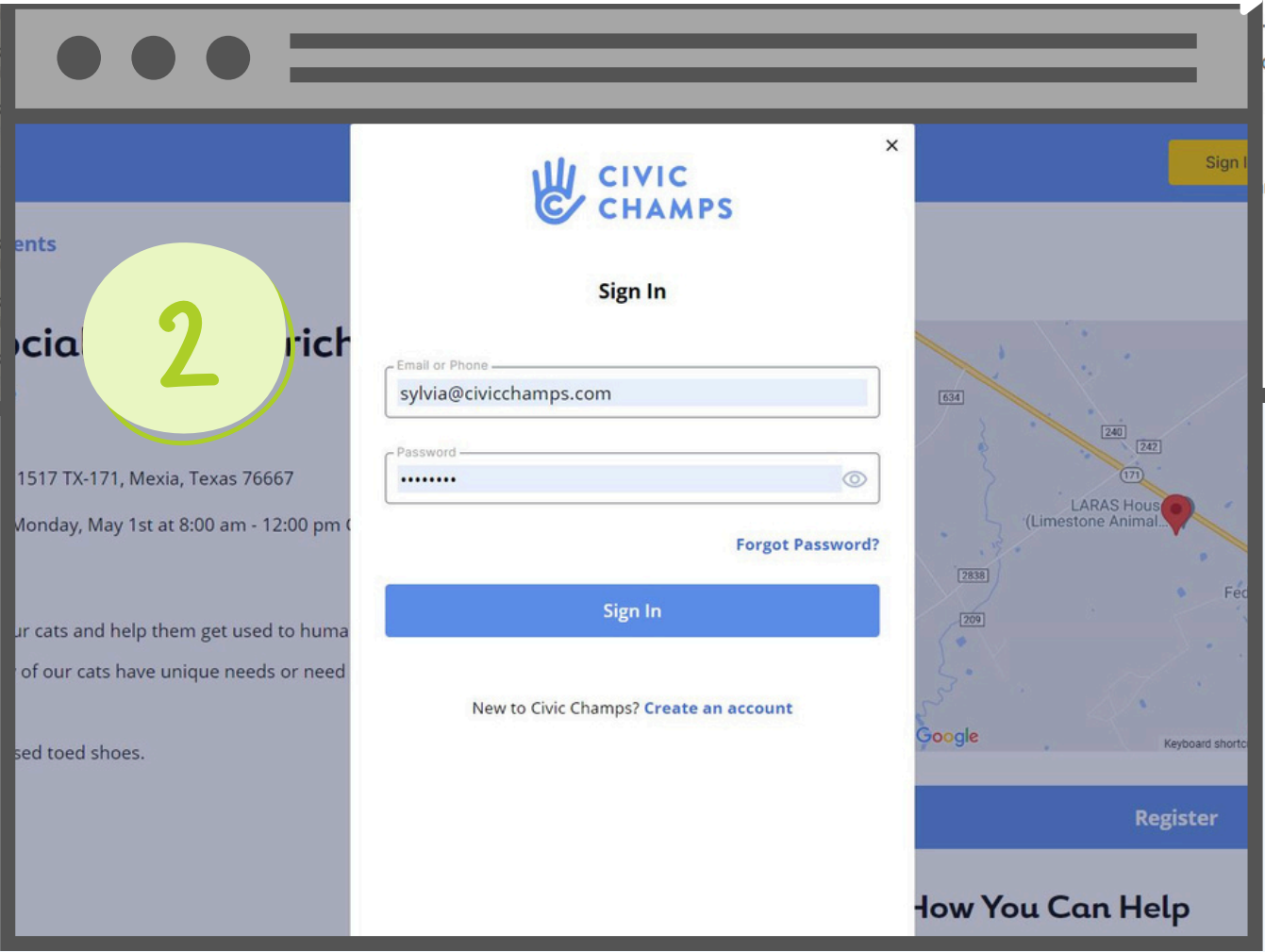
Click on the event calendar link shared by your organization to view their upcoming events.

Click on an event to view additional information and Register.



Click Sign In

Sign in to the events calendar before registering.



Click Register

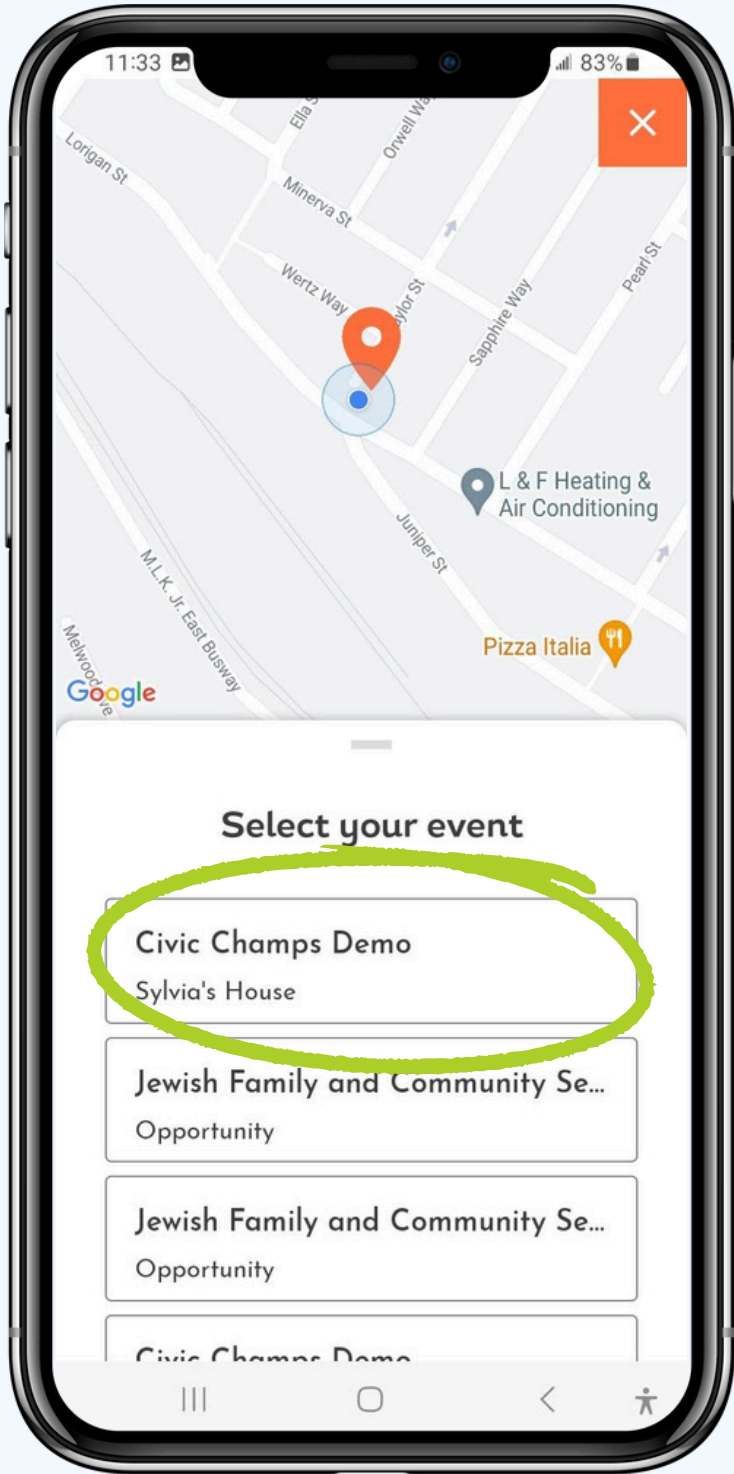
# Check in to an event

Begin tracking your volunteer hours by clicking Check In.

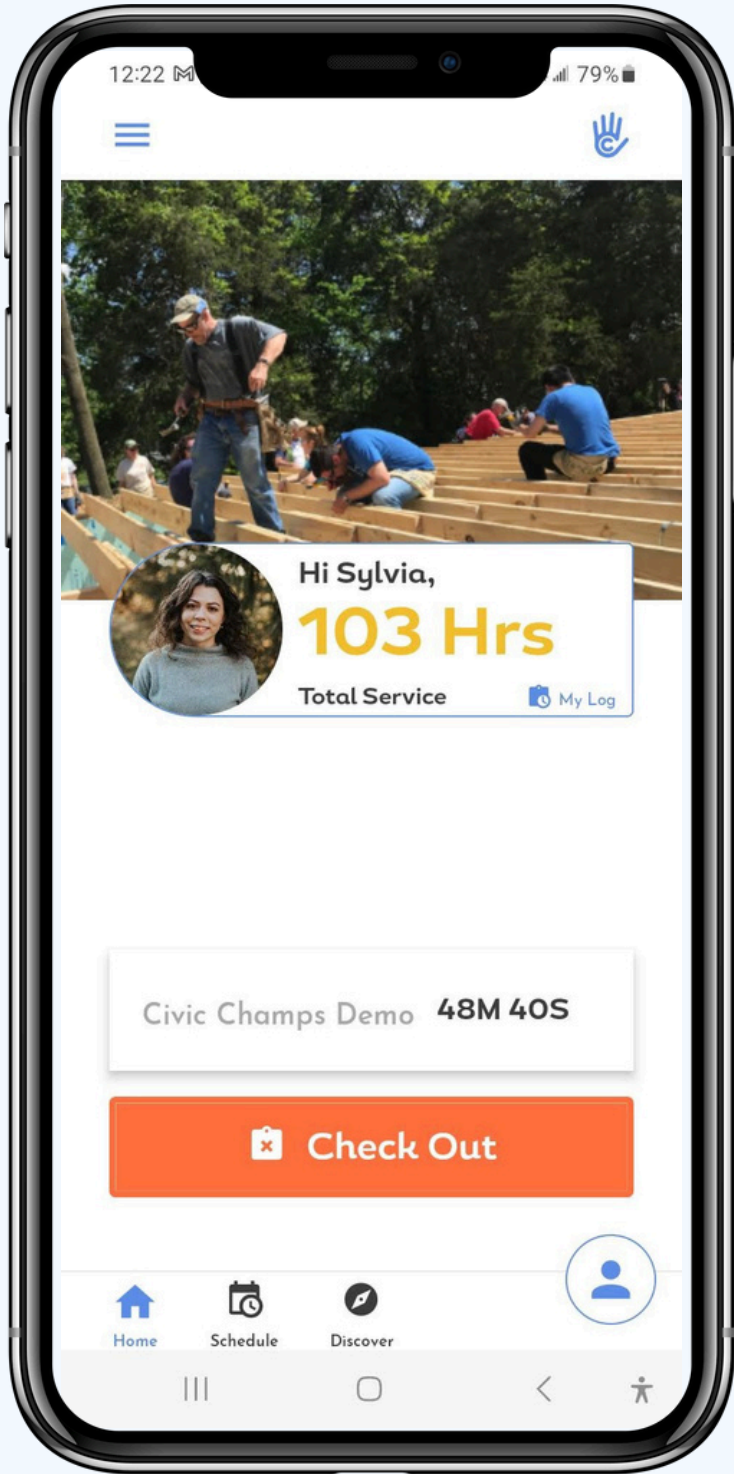


Click Check In

Select the event you are volunteering for.  
You are now checked in!



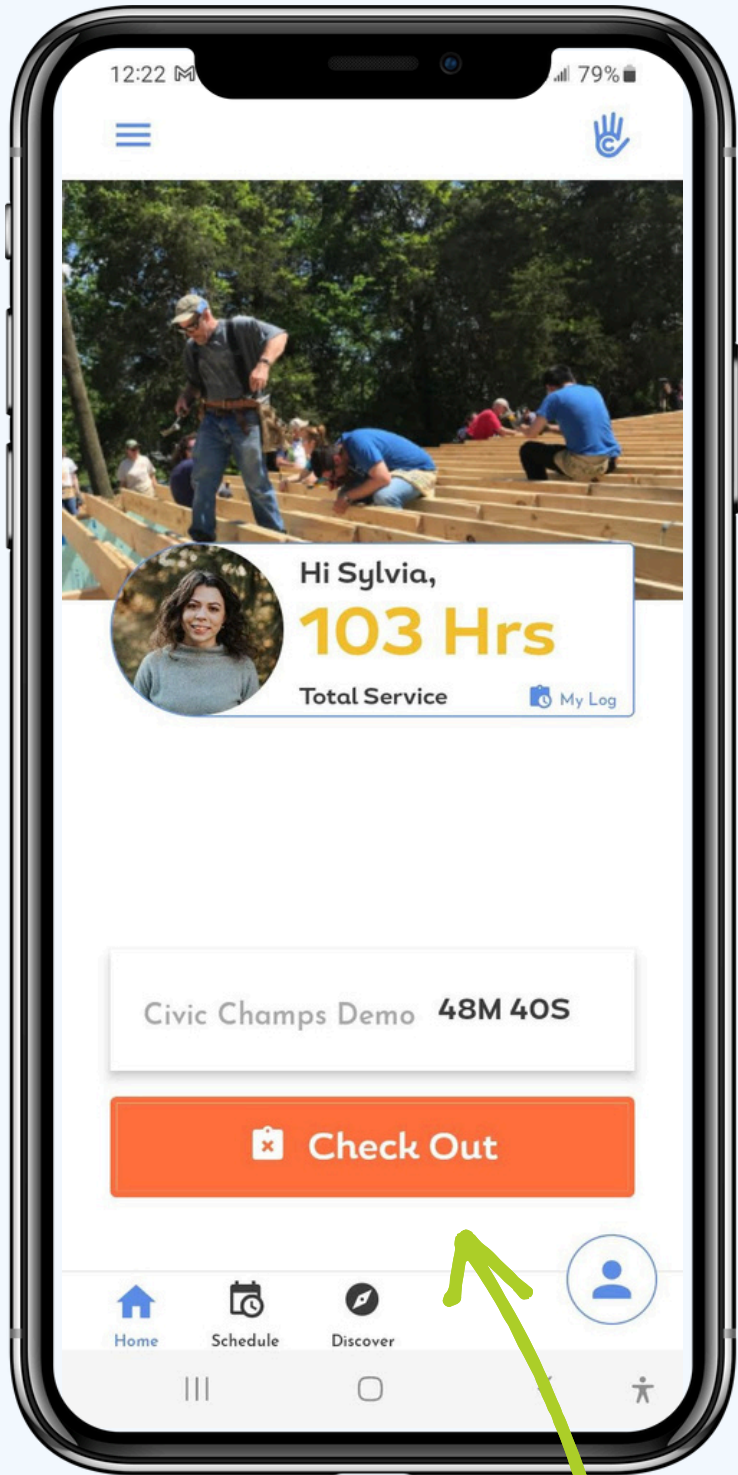
Let the stopwatch run while you volunteer.





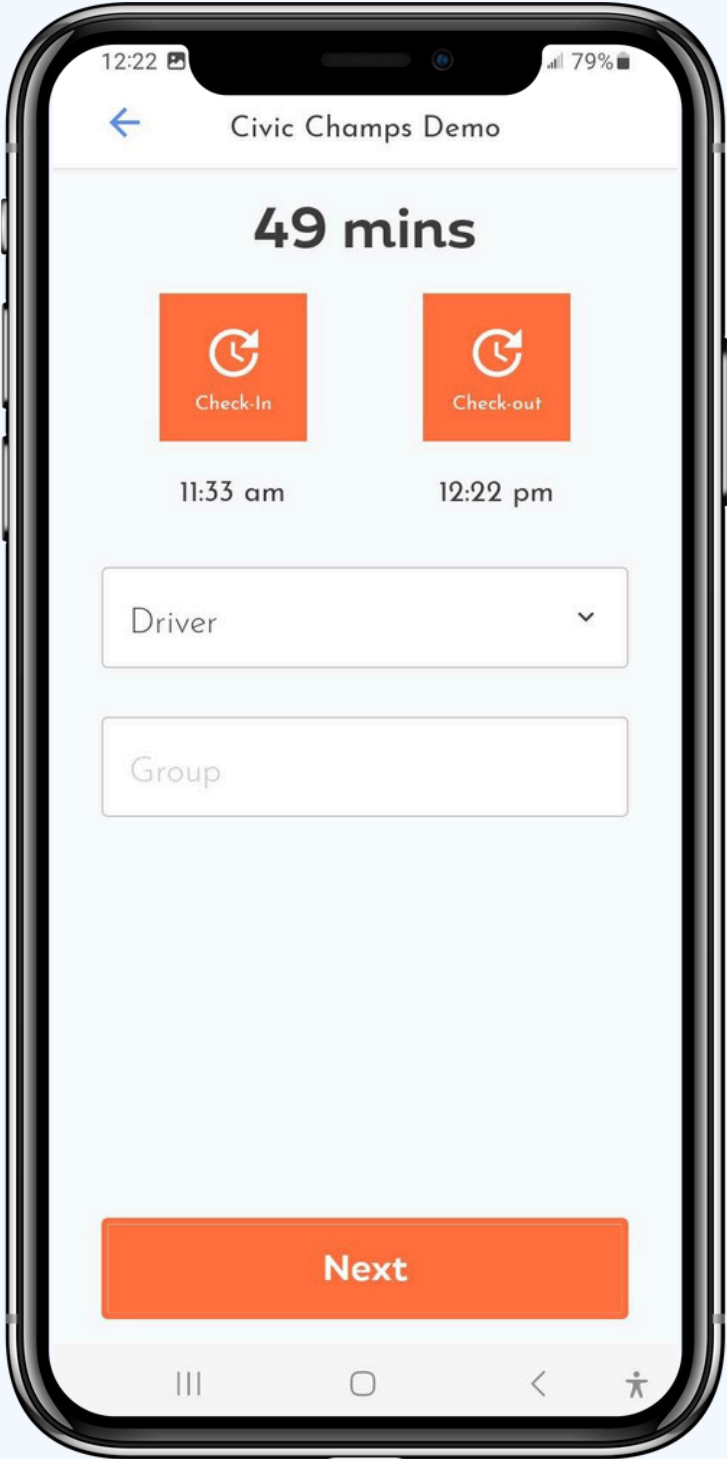
# Check out of an event

Finish tracking your hours by clicking Check Out.

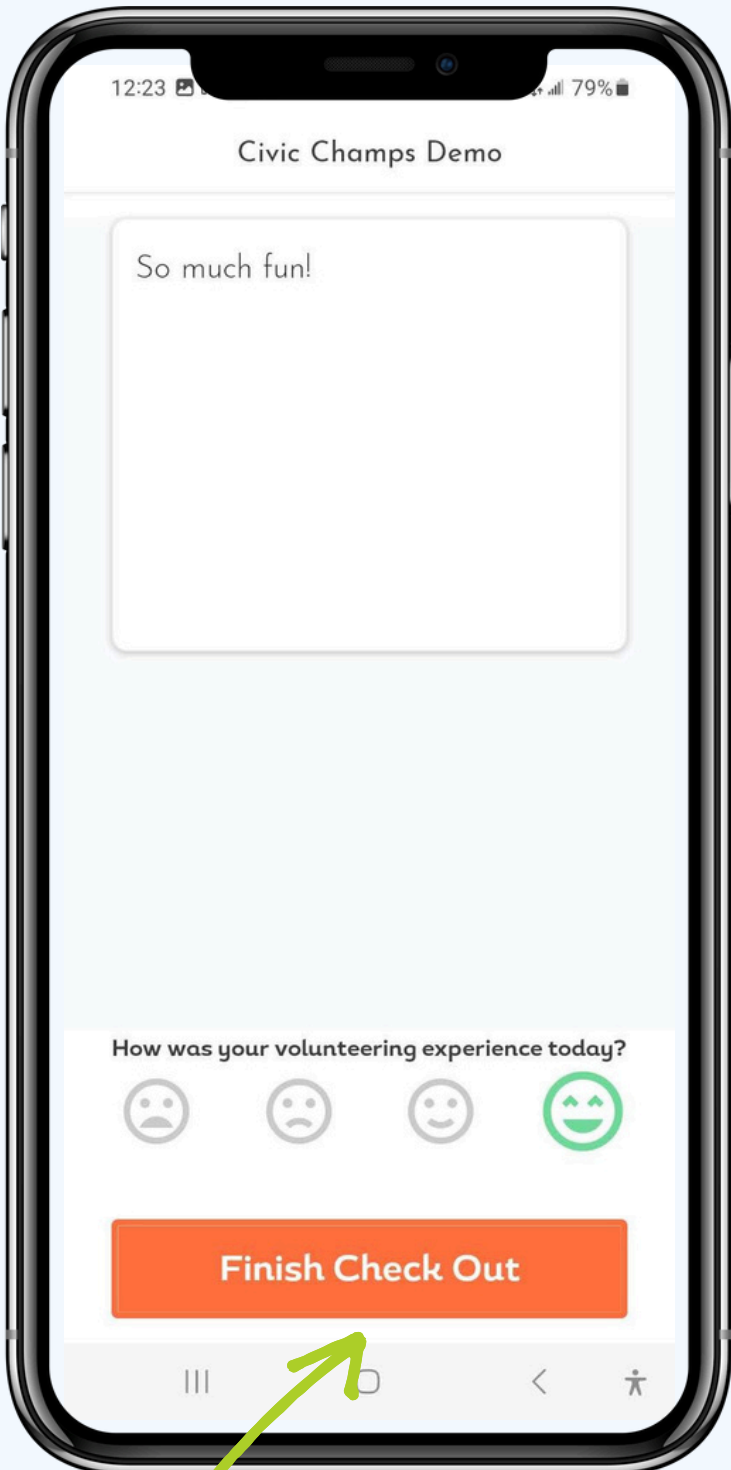


**Click Check Out**

Select the role you performed and adjust your time if necessary.



Leave your organization some feedback.



**Click Finish Check Out**